

BUDGET - BODES SUBMISSIONS

6

TELEGRAM

Foreign Service of the
United States of America

INCOMING

Info Carson

UNCLASSIFIED

Classification

Date: Srpt 23222Z, 1954

Control: USFOTO 113

Recd: Sept 241021Z

FROM: SECSTATE

Allotment \$100,000 hereby made appropriation 72-1151025
Allotment Symbol 073-71-500. Obligations and expenditures
for technical cooperation activities charged to Appropriation
Account 72-112/51052 since July 1, 1954 under interim instruc-
tions contained in Circular X-11 dated July 7, 1954 are to be
transferred to this account confirming document follows this
allotment for liquidation costs only.

STASSEN

Dist

Ambassador
FOA-Action
Lindquist
File

Action Board

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

INCOMING

UNCLASSIFIED

Classification

Date: Sept 20/210835Z

Control: USFOTO Circ 6

Recd: Sept 211252Z, 1954

FROM: SECSTATE WASHINGTON

Sent USFOTO Circular 6 CINCUNC Tokyo FOATO 323 CINCHREP Seoul
FOATO 323 Frankfort USFOTO 41 Triest USFOTO 5 from Dept

Make revisions to symbols of allotments to missions under
appropriation 72-1151000 so that last two symbols 5A change to
5AA repeat 5AA.

STASSEN

Dist

Ambassador
FOA-Action
Lindquist
File

Action Back

UNCLASSIFIED

Classification

FOA/W

September 19, 1954

TOUSFO ~~112~~ 111

UNCLASSIFIED

Audit Division, Controller Office.

USFOTO Cir X-104. Negative report.

CORSON

HJCorson
TFTaylor:mep

UNCLASSIFIED

FOA/W

September 13, 1954

TOUSFO 98

UNCLASSIFIED

USFOTO 89. First quarter allotment adequate. Subsequent allotments appear adequate if staff reduction and mission liquidation proceed without undue delay.

TAYLOR, Acting

TFTaylor
JBode:0

UNCLASSIFIED

POA/W

September 4, 1954

TOUSFO 85

UNCLASSIFIED

Pending receipt your specific instructions Mission conducting
interim financing September FY 1955 in same manner as explained
TOUSFO 63 for August.

CORSON

HJCorson
JBode:o

UNCLASSIFIED

FOA/W

September 14, 1954

FOUSFO 105

UNCLASSIFIED

USFOTO Cir. XA-41 effective COB 9-11-54.

1. Annual

2. Two FSL - 11 (4) \$ 602.81

One FSL - 11 (6) 645.87

One FSL - 10 (2) 965.58

One FSL - 10 (3) 1,001.75

Three FSL- 8 (1) 1,345.54

One FSL - 8 (4) 1,486.85

One FSL - 7 (1) 1,614.68

Two FSL - 7 (6) 1,937.62

One FSL - 6 (1) 1,883.80

One FSL - 6 (3) 1,996.82

One FSL - 6 (6) 2,166.37

One FSL - 5 (1) 2,179.82

One FSL - 4 (3) 2,615.79

3.b 17.

CORSON

HJCorson
TFTaylor:mep

UNCLASSIFIED

POA/W

September 13, 1954

TOUSFO 100

CONFIDENTIAL

ADVISE ACCTS STATUS FUNDS AUGUST 1954 PER EXHIBIT I USFOTO A-106 FOLLOWS:

1.	A 112/51052 E \$32,685.75	B 073-41-50	C. None	D \$111,600.00
2.	A 112/41019 E \$399,186.23	B 073-41-40	C \$896,000.00	D \$896,000.00
3.	A 112/41019 E \$1,139,953.32	B 3AG-34701	C \$1,741,105.00	D \$1,741,105.00
4.	A 112/41019 E \$1,069.00	B 2AG-5470	C \$1,500.00	D \$1,500.00
5.	A 112/41019 E \$14,341.84	B 2AG-4470 and 6470	C \$21,841.42	D \$21,841.42
6.	A 1151000 E \$11,303.15	B 073-19-5A	C \$13,000.00	D \$26,000.00
7.	A 1141000 E \$135,506.51	B 073-19-4A	C \$162,200.00	D \$162,200.00

Reference TOUSFO 49. Unable submit July and August detailed reports until Bode returns from Istanbul end September.

TAYLOR, Acting

T Taylor
JBode:0

CONFIDENTIAL

FOA/W

Bode
September 4, 1954

TOUSFO 85

UNCLASSIFIED

Pending receipt your specific instructions Mission conducting
interim financing September FY 1955 in same manner as explained
TOUSFO 63 for August.

CORSON

HJCorson
JBode: *mc*

UNCLASSIFIED

FOA/W

August 21, 1954

TOUSFO 63

UNCLASSIFIED

Pending receipt your specific instructions Mission conducts interim financing August FY 1955 in same manner as authorized USFOTO CIRC F-2 for July. Minus unobligated program allotment balance is increased as necessary obligations are recorded and administrative obligations are limited to \$13,000 for August.

CORSON

RJCorson
JBode:0

FOA/W

August 23, 1954

TOUSFO 72

CONFIDENTIAL

USFO 64. A 1141000 B 073-19-4A C \$162,200.00 D \$162,200.00
E \$135,460.75

CORSON

HJCorson
JBede:o

CONFIDENTIAL

File

PRIORITY

FOA/W

August 16, 1954

TOUSFO 54.

CONFIDENTIAL

Prity USFOTO 48. Emergency cable report July accounts status sent
August 9 TOUSFO 49.

CORSON

HJCorson
JBode:0

[Signature]

CONFIDENTIAL

SECSTATE

2
AUGUST 122119Z, 1954

USFOTO 48 PRITY

UNCLASSIFIED

AUGUST 130832Z, 1954

July accounting status reports subject reports not received.
Cable data immediately utilizing emergency back reporting out-
lined in FY 55 accounting procedures draft. submit reports
soonest.

STANSEN

lea

DIST:

Ambassador
FOA - Action
Lindquist
File

act Bond

UNCLASSIFIED

TELEGRAM

Foreign Service of the
United States of America

INCOMING

Info Case HC

CONFIDENTIAL

Classification

AUG 210056Z, 1954

Control: USFOTO 64

Recd: AUG 211212Z, 1954

FROM: SECSTATE

Accounting status Funds July 54.

TOUSFO 49.

Reference cable did not include status allotment
073-19-4A under appropriation 72-1141000. Submit status
by cable. Submit July detailed reports soonest.

STASSEN

lsa

DIST:

Ambassador
FOA - Action
Lindquist
File

Action Bole

CONFIDENTIAL

Classification

file
FOA/W

August 9, 1954

TOUSFO 49

CONFIDENTIAL

ADVISE ACCTS STATUS FUNDS JULY 1954 PER EXHIBIT I USFOTO A-106 FOLLOWS:

1.	A 112/51052 E \$9,419.07	B 073-41-5C	C \$ None	D \$63,950.00
2.	A 112/41019 E \$396,695.34	B 073-41-4C	C \$896,000.00	D \$896,000.00
3.	A 112/41019 E \$1,189,422.09	B 3AG-34701	C \$1,741,105.00	D \$1,741,105.00
4.	A 112/41019 E \$1,069.00	B 2AG-5470	C \$ 1,500.00	D \$ 1,500.00
5.	A 112/41019 E \$14,341.84	B 2AG-4470 and 6470	C \$21,841.42	D \$21,841.42
6.	A 112/51052 E \$3,253.78	B 073-19-5A	C \$13,000.00	D \$13,000.00

Submission regular detailed reports supplementing above information will suffer delay due illness mission controller and fact that controller upon recovery will leave for Istanbul on urgent assignment NICOG. See State Department cable No. 7 of July 9. Everything will be done submit reports soonest after controller's return from Istanbul.

CORSON

HJCorson
JBode:0

CONFIDENTIAL

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE: *1/1*

UNCLASSIFIED

Classification

Control: TO DFO #486

DATE: June 1, 1954

TO: FGA/W.

USFOTO CIRC NA-61. Status administrative obligations May 31.

Total \$160,600 Unliquidated \$44,201.24.

CORSON

HJCorson *He*

JB *He*

Classification

AIRGRAM

Foreign Operations Administration

1

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - Jidda

SUBJECT - FOA/W Advice of Charge No. 047-470-10;
Allotment 3AG-34701

REFERENCE -
(Check one before
each address) USFOTO A-12

PAGE	1	OF	1
DATE SENT			
July 31, 1954			
DATE REC'D.			

DISTRIBUTION

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
		WASHINGTON TOUSFO A-17

Mission is still of opinion that \$623.00 trainee expenses are chargeable to allotment 073-41-4C and not to 3AG-34701.

Training Activity Authorization No. 104 was canceled and replaced by No. 107-54 issued September 18, 1953. J. Carney Howell is acquainted with this matter and events leading up to it.

For your information, an identical situation exists with respect to Training Activity Authorization No. 103 which was canceled and replaced by No. 103-54 issued August 24, 1953.

OTHER AGENCY

Authorizing Officer	DRAFTED BY	OFFICE	PHONE NO.	DATE
Harland J. Holson, Director	J. Bode:mep	Adm.		7/31/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
	UNCLASSIFIED	

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM . WASHINGTON

SUBJECT . Advice of Charge 047-470-10, Allet. 34701

REFERENCE . TOUSFO A-3

(Check one before
each address)

PAGE PAGES

1 OF 1

DATE SENT
Jul 21, 1954

DATE REC'D.

DISTRIBUTION

ACC
ARAB
BUD
DDM
MCONT
MRSR
NEAA
NEP
NEAP
JIDDA-3

ACTION INFO.

X

ADDRESS AND SERIAL NUMBER

JIDDA USFOTO A-12

The amount of \$623.00 is trainee expenses chargeable to allotment
34701, Training Activity Authorization No. 104.

STASSEN

25P

OTHER AGENCY

Action Book

AUTHORIZING OFFICER

Anthony Novak - ACCTS.

DRAFTED BY

M. Halpin:jkh

OFFICE

M/CONT:ACC.1

PHONE NO. DATE

2814

7/19/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

PAGE 1 OF 1
DATE SENT July 3, 1954
DATE REC'D.

FROM Jidda

SUBJECT FGA/W Advice of Charge No. 047-470-10;
Allotment 3AG-34701REFERENCE
(Check one before
each address)

DISTRIBUTION

ACTION INFO.

ADDRESS AND SERIAL NUMBER

Washington TUGSTO A-3

- (1) Reference is made to item JV 1373 in the amount of \$623.00.
- (2) On the basis of the but fragmentary data contained in the supporting documents, it appears that the amount covers trainee expenses and is chargeable to allotment 073-41-40 instead of 3AG-34701.
- (3) Please investigate and advise.

OTHER AGENCY

AUTHORIZING OFFICER

Earland J. Gersen, Director

DRAWN BY

J. Bode/bc

OFFICE

Controller

PHONE NO. DATE

7/7/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

Info Conson
2

SECURITY CLASSIFICATION
UNCLASSIFIED

PAGE	PAGES
OF	
DATE SENT	
JULY 27, 1954	
DATE REC'D.	

FROM - Washington

SUBJECT - Submission of Obligation Numbers

REFERENCE -
(Check one before each address)

ACTION | INFO. ADDRESS AND SERIAL NUMBER

USFOTO CIRC N A- 6

Some missions have been withholding concurrences on new personnel because of funds problems and inability to provide Washington with obligation numbers.

Suggest concurrences be transmitted regardless, since that will permit other processing save time when obligation numbers are available. Later cables can provide latter.

STASSEN

CABLE ROOM:

Send to all Near East, South Asia, and Africa Missions --

- | | | |
|---------------|-----------|-------------|
| 3 Addis Ababa | 6 Beirut | 3 Katmandu |
| 4 Amman | 8 Cairo | 5 Monrovia |
| 4 Ankara | 3 Jidda | 4 New Delhi |
| 3 Asmara | 3 Kabul | 10 Tehran |
| 10 Athens | 5 Karachi | 5 Tel Aviv |
| 5 Baghdad | | 5 Tripoli |

- DISTRIBUTION
- 7 PERS
 - ACC
 - APPAK
 - AFR
 - ARAB
 - BUD
 - DDM
 - EJ-2
 - GT-2
 - INDIA
 - IRAN
 - ISR
 - NEAA
 - NEF

FOA-120p

OTHER AGENCY

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
J. T. Forbes	APowell/elf	Pers	3759	7/26/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
O/NEA: AJHazes	UNCLASSIFIED	

Mr Zayler
Mr Bode

Action
TELEGRAM RECEIVED

FROM:

SECSTATE

DATE:

JULY 310738Z, 1954

NO:

USPOTO X-48

CODE:

UNCLASSIFIED

RECEIVED:

JULY 211130Z, 1954

Some Missions have been withholding concurrences new personnel because of funds problems and inability provide Washington with obligations.

Suggest concurrence be transmitted regardless to permit other processing save time when obligation numbers are available. Latter cables can provide latter.

STASSEN

lba

DIST:

Ambassador
FOA - Action ✓
Lindquist
File

Info Carson

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

Back

1

CHARGE:

UNCLASSIFIED

Classification

Control:

Priority

TOUSFO 17

DATE: July 17, 1954

TO: FGA/W

Frity USFOTO CIRC X-25. June monthly accounting reports delivered to Embassy Air Pouch July 12. Reports are due FGA/W only 20th instead of 10th according paragraph 3 of Fiscal Reporting Instructions received with USFOTO 4 106. Requested cable info sent July 3 with TOUSFO 4. See also TOUSFO 8 of same date sent in reply to Frity USFOTO CIRC 1.

CCUSON

LJCorson
Jade/be

UNCLASSIFIED

Classification

0

Info Card *Boyle* *Mc* (2)

SECSTATE

JULY 142358Z, 1954

PRIORITY USFOTO CIRC X-26

UNCLASSIFIED

JULY 150939Z, 1954

USFOTO CIRCULAR X-26 CINCREF SEOUL FOATO 52 CINCUNG
TOKYO FOATO 52

June monthly accounting reports due FOA/w 10th have
not arrived. Cable info per instructions.

LLOYD

122

DIST:

Ambassador
FOA - Action
Lindquist
File

Action Boyle

UNCLASSIFIED

AIRGRAM

Foreign Operations Administration

1

SECURITY CLASSIFICATION

UNCLASSIFIED

Bode

FROM - Jidda

SUBJECT - Renumbering of Projects

REFERENCE -

(Check one before each address)

PAGE	PAGES
1	1
OF	
DATE SENT	
July 15, 1954	
DATE REC'D.	

DISTRIBUTION

ACTION | INFO.

ADDRESS AND SERIAL NUMBER

WASHINGTON TOUSFO A-11

Effective with the beginning of the 1955 Fiscal Year, all projects initiated since the inception of the Program in Saudi Arabia have been renumbered as follows to conform to the new Accounting System carrying a release date of May 1, 1954:

Major Field of Activity
and
Title of Project

Old No.

New No.

Agriculture and Natural Resources
Aerial Survey

25-78-01

73-12-001

Transportation
Railway Survey

11-78-01

73-33-001

Health and Sanitation
Quarantine Station
Maternal and Child Health Center
Vaccine Laboratory

04-07-01

73-51-001

04-11-01

73-53-002

04-15-01

73-53-003

OTHER AGENCY

Community Development, Social Welfare
and Housing
Rural Community Development

25-58-01

73-81-001

AUTHORIZING OFFICER

Harland A. Corson, Director

DIRECTED BY

JBode:mep

OFFICE

Comptroller

PHONE NO. DATE

7/15/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

TELEGRAM

Boyle Seal
Foreign Service of the
United States of America

OUTGOING

①

CHARGE:

UNCLASSIFIED

Classification

Control:

TO: SFO #13

TO: FGA/W

DATE: July 8, 1954

Have not yet received notification enactment continuing resolution
providing for interim financing subsequent June 30, 1954. Advise
initial allotments administrative and program.

CORSON

HJCorson

JBoyle

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM . WASHINGTON
SUBJECT . 941 REPORT, 1st QUARTER 1954

PAGE 1 OF 1
DATE SENT JULY 7, 1954
DATE REC'D.

REFERENCE
(Check one before each address)

ACTION INFO. ADDRESS AND SERIAL NUMBER

X

USFOTO CIRCULAR X A-11

SUBJECT REPORT NOT RECEIVED IN THIS OFFICE.
PLEASE PREPARE AND SUBMIT SOONEST AS INSTRUCTED IN USFOTO
CIRCULAR NA-45, APRIL 14, 1954.
PROMPT ACTION IS REQUESTED ON THIS MATTER.

STASSEN

- DISTRIBUTION
- ACC
 - AFPAK
 - ARAB
 - AUD
 - DDM
 - EF
 - EJ
 - INDIA
 - IRAN
 - ISR
 - MCONT
 - MRSR
 - NEF
 - NEAP
 - OEUR
 - OFE

FOA-195p

ROOM SEND TO:

- | | | | |
|---|----------|----|-----------|
| 5 | BAGHDAD | 5 | KARACHI |
| 3 | BERN | 7 | MADRID |
| 8 | CAIRO | 4 | NEW DELHI |
| 4 | DJAKARBA | 10 | TEHRAN |
| 3 | JIDDA | 5 | TEL AVIV |
| | | 3 | TRIESTE |

OTHER AGENCY

Action Bnd

AUTHORIZING OFFICER ANTHONY NOVAK	DRAFTED BY J. Bozich	OFFICE M/CONT:ACC.1	PHONE NO. 2859	DATE 7/6/54
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FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION UNCLASSIFIED	FOA AND OTHER CLEARANCES
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A. Novak - ACCTS.

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION

UNCLASSIFIED

Info Carson

2

FROM - FOM/W

SUBJECT - S/IND Status Report - June, 1954

REFERENCE - USFOTO A-148

(Check one before each address)

PAGE OF
DATE SENT
7-7-54
DATE REC'D.

DISTRIBUTION

~~SI~~
4
SIND
ACC
ARAB
AUD
MRSR
NEF
SBUS
JIDDA 4

ACTION | INFO. ADDRESS AND SERIAL NUMBER

X USOM/JIDDA USFOTO A -6

4125-R 6-2 Processed for authorization 6/10 \$1,641.07 - GSA

No other requests for authorizations received during month of June.

STASSEN

45p

OTHER AGENCY

CIA
CEMM
XEX
EPS

Alton Dalley

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
H.H. Dreany	I. Willey	Procurement Staff S/IND	2922	7-2-54
FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES		
	UNCLASSIFIED			

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

Bader Field (1)

CHARGE:

~~UNCLASSIFIED~~

Classification

Control:

PRIORITY

TOUSPO # 8

DATE:

July 3, 1954

TO: FOA/H.

Attention: ACCOUNTS.

PRITY USFOTO CIRC 1.

1.	A	073-41-4C	B	\$896,000.00	C	\$896,000.00	D	none
2.	A	3AG-34701	B	\$1,741,000.00	C	\$1,741,000.00	D	none
3.	A	2AG-5470	B	\$2,000.00	C	\$2,000.00	D	none
4.	A	2AG-4470	B	\$17,000.00	C	\$17,000.00	D	none
5.	A	2AG-6470	B	\$5,000.00	C	\$5,000.00	D	none
6.	A	073-19-4A	B	\$162,000.00	C	\$162,000.00	D	none
7.	A	073-60-4E	B	none	C	none	D	none

CORSON

HJCorson

JJodeio

~~UNCLASSIFIED~~

Classification

LEGATION OF THE
UNITED STATES OF AMERICA

JULY 022033Z

PRIORITY USFOTO CIRC



UNCLASSIFIED

JULY 030737Z, 1954

SENT USFOTO CIRCULAR 1 CIRCREF SEOUL FACTO 7 CIRCUNG
TOKYO FACTO 7 USFOTO CIRC X2

Special status report appropriated US dollar allotment
accounts.

Required by no later than COB July 4 information showing
as of June 30, 1954 (A) allotment symbol; (B) amount allotted
(C) Amount obligated and (D) unobligated balance. In reply
use code ABCD in lieu of wording. Report should include each
allotment account which Mission should insure that all obli-
gations incurred are included in amounts reported. Amounts
reported should be rounded to nearest thousand.

This supersedes USFOTO CIRC X-17, L-30 and CIRC 10.

This date required for consolidation into overall report
for use Congressional hearings July 6. Reply by priority
cable Attention: Accounts.

STASSEN

lsa

DIST:

Action Book.

Ambassador
FOA - Action
Lindquist
File

*Answered by Priority USFOTO #8
7-3-54*

UNCLASSIFIED

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

Bodefeld

(1)

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - Jidda

SUBJECT - FOA/W Advice of Charge No. 047-470-10;
Allotment 3AG-34701

REFERENCE -
(Check one before
each address)

PAGE 1 OF 1
PAGES 1

DATE SENT
July 3, 1954

DATE REC'D.

DISTRIBUTION

ACTION | INFO.

ADDRESS AND SERIAL NUMBER

Washington TOUSFO A-3

- (1) Reference is made to item JV 1373 in the amount of \$623.00.
- (2) On the basis of the but fragmentary data contained in the supporting documents, it appears that the amount covers trainee expenses and is chargeable to allotment 073-41-4C instead of 3AG-34701.
- (3) Please investigate and advise.

OTHER AGENCY

AUTHORIZING OFFICER

Harland J. Corson
Harland J. Corson, Director

DRAFTED BY

J. Bode
J. Bode/bc

OFFICE

Controller

PHONE NO. DATE

7/1/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TUSFO # 5

DATE: July 3, 1954

TO: FGA/W

USFOTO CIRC NA-61. Status administrative obligations June 30.

Total \$ 162,200.00. Unliquidated \$ 36,418.97.

CORSON

HJC:rcn
JHoda/bc

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TOSPO # 4

DATE: July 3, 1954

TO: FCA/M

ADVISE ACCTS STATUS FUNDS JUNE 1954 PER EXHIBIT L UNPOTO A-106 FOLLOWS:

1. A 112/41019 B 073-41-40 C \$896,000.00 D \$896,000.00
E \$ 352,197.78
2. A 112/41019 B 3AG-34701 C \$1,741,105.00 D \$1,741,105.00
E \$ 1,182,558.89
3. A 112/41019 B 240-5470 C \$1,500.00 D \$1,500.00
E \$ 1,069.00
4. A 112/41019 B 240-4470 and 6470 C \$21,841.42 D \$21,841.42
E \$ 14,341.64
5. A 1141000 B 073-19-4A C \$162,200.00 D \$162,200.00
E \$ 125,781.03
6. A 1141023 B 073-60-4E C, D and E none

CORSON

HJCorson
Jole/be

UNCLASSIFIED

Classification

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - FGA/WASHINGTON

SUBJECT - Budget - Treasury Regulation No. 1

PAGE 1 OF 1 PAGES
DATE SENT July 3, 1954
DATE REC'D.

REFERENCE
(Check one before
each address)

ACTION	INFO.

ADDRESS AND SERIAL NUMBER

X

USFOTO CIRCULAR A-2

PARAMARIBO USFOTO A-4

There is attached hereto Budget-Treasury Regulation Number 1, dated June 1952, as amended in September 1953, relating to apportionments and reports on the status of appropriations and other authorizations.

The attached material is for information purposes only and does not require action by the USOM. Operating instructions for Budget, Accounting, and Audit Operations will continue to be issued as heretofore.

Attachment:

ET . Reg. No. 1, as amended

CABLE ROOM: SEND TO FOLLOWING

4	Belgrade	3	Saigon	7	Port Au Prince	3	Jidda
10	Bonn	6	Taipei	5	Quito	3	Kabul
6	Brussels			10	Rio de Janeiro	45	Karachi
4	Copenhagen	10	Asuncion	4	San Jose	3	Katmandu
5	Lisbon	5	Bogota	5	San Salvador	5	Monrovia
12	London	4	Caracas	5	Santiago	4	New Delhi
7	Madrid	3	Ciudad Trujillo	3	Tegucigalpa	10	Tehran
3	Oslo	6	Guatemala City			5	Tel Aviv
15	Paris MSN	3	Habana	3	Addis Ababa	5	Tripoli
10	Rome	7	La Paz	4	Amman		
6	The Hague	5	Lima	6	Ankara		
9	Vienna	5	Managua	3	Asmara		
		5	Mexico City	10	Athens		
3	Bangkok	3	Montevideo	5	Baghdad	3	PARAMARIBO USFOTO
4	Djakarta	10	Panama City	6	Beirut		A-4
10	Manila		~~PHILIPPINES~~	8	Cairo		

AUTHORIZING OFFICER

A. Novak - ACC

DRAFTED BY

K. H. Day:es

OFFICE

ACC
Acct' Systems

PHONE NO.

2497

DATE _____

7/2/54

IN AND OTHER CLEARANCES

SECURITY CLASSIFICATION

FOIA AND OTHER CLEARANCES

174603 A JOURNAL OF THE
INSTITUTE OF THE
174604

ACC - A. Nemecek

Anton Bode

SECURITY CLASSIFICATION
CONFIDENTIAL

FROM - Jidda

SUBJECT - FOA/W advice of Charge No.047-470-9;
Allotment 3AG-34701

REFERENCE -

(Check one before
each address)

PAGE	PAGE
1	1
OF	
DATE SENT	
July 3, 1954	
DATE REC'D.	

DISTRIBUTION

ACTION | INFO.

ADDRESS AND SERIAL NUMBER

Washington TOUSFO A-2

- (1) The present unliquidated balance of the obligation set up for "Other Agency Costs" is inadequate to meet the relevant charges listed in the above referenced Advice.
- (2) The reasons for the deficiency are
- (a) the decrease of the unliquidated balances of the obligations in June 1953 to an irreducible minimum in an endeavor to minimize the then existing over-obligation;
 - (b) the acceptance by FOA/W of Geological Survey's technical and administrative backstopping charge of some \$16,000 without the Mission's prior knowledge.
- (3) Mission has solved the problem set forth under (1) above by transferring \$17,000 from the obligation established for the "Railway Survey Project" to the obligation for "Other Agency Costs". This is in line with TECTO CIRCULAR A-47 and the procedure followed in June 1953 when the obligation for the "Railway Survey Project" was similarly reduced to keep the aforesaid over-obligation at a minimum.
- (4) Total obligation incurred for the Railway Survey Project now stands at \$313,000 (\$330,000 less \$17,000). Mission is reasonably certain that disbursements under this project will total less than \$300,000.

OTHER AGENCY

AUTHORIZING OFFICER

Harland J. Corson, Director

DRAFTED BY

J. Bode/bc

OFFICE

Controller

PHONE NO. DATE

7/1/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION
CONFIDENTIAL

FOA AND OTHER CLEARANCES

2nd File (1)

American Embassy
Jidda, Saudi Arabia
July 3, 1954

OFFICIAL - INFORMAL
UNCLASSIFIED

Mr. Paul F. Taggart
Chief, Iraq-Saudi Arabia-Lebanon-Syria Division
Near East, South Asia and Africa Operations
Foreign Operations Administration
Washington 25, D. C.

Dear Paul:

FOA/W Advice of Charge No. 047-470-1, Allotment 3 AG34701, was received by the American Embassy/Jidda, in the form attached hereto. Only the last item and the first three items on the enclosed list were supported by related documents. These items were posted to the records kept by the Embassy.

The remaining items marked Schedule Nos. 7, 63, 101, 102, 108 and 123 were not supported by documents and were not entered in the Embassy's books, as the identity of the items could not be established.

It will be appreciated if the documents supporting the items enumerated in the preceding paragraph are forwarded to this office so that the necessary entries can be immediately made.

The delay in bringing the matter to your attention is due to a change in local fiscal personnel at the Embassy.

Sincerely,

Harland J. Corson
Director
USA Operations Mission
to Saudi Arabia

Enclosures -
As above

See Taggart's file for attachments

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

①

CHARGE:

UNCLASSIFIED

Classification

Control: TOUSPO #523

DATE: June 29, 1951

TO: FGA/W.

USFOTO CIRC X-93. Following is tabulation of expenditures from allotment 3AG34701 falling in category described in USFOTO CIRC XA-15. FS 477 from Dhahran \$11.50, DS 911 Number 10159 from Department \$1,200.34, DS 911 Number 10212 from Department \$66.96.

CORSON

HJCorson
JHode:0

UNCLASSIFIED

Classification

0

Info Carson

②

JIDDA

WE

JUNE 25, 1954

USPOTO OIRO X-93

UNCLASSIFIED

JUNE 27, 0900, 1954

Circular XA-15

Report of advice of charges requested USPOTO XA-15
not received. Information urgently needed.

STASSEN

lsa

DIST:

Ambassador
PCA - Action
Lindquist
File

Answered by TOUSFO #523 6/29/54

Action Back

UNCLASSIFIED

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

(2)

Confidential

CHARGE:

~~UNCLASSIFIED~~

Classification

Control: TUCPO #519

DATE: June 27, 1954

TO: POA/H

USFOTO 411. Refer Prity Rmtel 525 agreeing reduction
allotment to only \$996,000.

CORSON

McCorson:mep

4112 Bode.
4/31

Confidential

Classification

0 *Info: Carson*

2

UNITED STATES OF AMERICA
LEGATION OF THE

JUNE 28, 1954

PRITY USFOTO



JUNE 29, 1230, 1954

CONFIDENTIAL

Reference Deptel 525.

Your allotment hereby increased by \$4,000 for total of \$896,000.

STASSEN

lss

DIST:

Ambassador
FOA - Action
Lindquist
File

Action Book.

CONFIDENTIAL

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

PRIORITY

CHARGE:

~~CONFIDENTIAL~~

Classification

Control:

525

DATE: June 26, 1954

SECSTATE

Joint Embassy/USACM Message

Deptel Prity 360 concur reduction SA allocation 073-41-4c
from \$1,329,000 but to only \$896,000 instead of \$852,000. Revised
figure required meet obligations through FY 54 as carefully
rechecked today by USACM controller.

WADSWORTH

Wadsworth
HJCorson/bc

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

Bade

0

~~CONFIDENTIAL~~

CHARGE:

Classification

Control: *YOUNG #517*

TO: FOA/N

DATE: *June 24, 1954*

Contact John Harrison, Director, Office Budget and Reports, State Department. He and Mission were requested by Allied High Commission for Germany to authorize detachment John Bade, controller, for temporary duty in Istanbul soonest. Harrison acquainted all details. Busy schedule of controller and present critical fiscal period make compliance request difficult. However, as US Governmental interest of first order is involved, Mission agrees release Bade on fully reimbursable basis for period not exceeding twelve days absence from Jidda allowing for unreliable flight connections return Jidda during Hajj Season. Barring unforeseeable obstacles Bade could leave Jidda about July 15. Cable a appropriation, allotment and obligation number.

CORSON

HJCorson
JHede:0

He
02

~~CONFIDENTIAL~~

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

Bode fields ①

CHARGE:

~~UNCLASSIFIED~~

Classification

Control: TOSFO #510

DATE: June 21, 1954

TO: POA/W

USFO 405. Present administrative allotment adequate.

CORSON

HJCorson
JBode:nep

~~UNCLASSIFIED~~ Classification

IRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION

UNCLASSIFIED

PAGE 1 OF 2 PAGES

1 OF 2

DATE SENT

Jun 19, 1954

DATE REC'D.

FROM - F O A / W

SUBJECT - Revisions in Preliminary Draft of Field Accounting and Reporting Instructions

REFERENCE -

(Check one before each address)

DISTRIBUTION

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AUD
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EJ 2
EXSEC
GT 2
INDIA
IRAN
ISR
MCONT
MRSR
NEAA
NEF
OFE 14
O&M
255P

ACTION INFO.

X

ADDRESS AND SERIAL NUMBER

USFOTO CIRCULAR F A-122

USFOTO CIRCULAR N A-67

5 CINCPAC SEATTLE FOATO A-184

6 CINCPAC TOKYO FOATO A-175

4 LIAISON USFOTO A-223

1. There are attached two sets of the following revisions to the "Preliminary Draft of Certain Accounting Instructions to be Included in the FOA Manual" x carrying a release date of May 1, 1954 which has been distributed to all missions:

- (a) Revised Section 722.6, Coding System for Project Type Assistance. (This section replaces Sections 722.6, 722.7 and 723.8 distributed to Far East Missions.)
- (b) Revised Section 727, Receipt x of Funds Procedure.
- (c) Section 790, Fiscal Reporting. (This section replaces copies of reporting instructions for former TCA countries distributed with the draft manual to NEA and FE missions as being generally illustrative of the type of reports to be prescribed.)
- (d) A listing of amendments and corrections to the ~~xxxx~~ Draft Accounting and Reporting Instructions.

OTHER AGENCY

ARMY***
STATE

~~ATTACHMENTS TO BADE~~

Attachments to Bade

Action Bade

AUTHORIZING OFFICER

DRAFTED BY

OFFICE

PHONE NO. DATE

A. Novak, Acting Chief, Fiscal Branch

ANemocek:mc

Accounting Systems Staff

2557

6/18/54

AND OTHER CLEARANCES

SECURITY CLASSIFICATION

FOA AND OTHER CLEARANCES

UNCLASSIFIED

CIRC F A-122

UNCLASSIFIED

2

2

STASSEN

CABLE ROOM Please send to the following:
WITH ATT

	CIRC N A-67	CIRC F A-122
3	ADDIS ABABA	43 BANGKOK
4	AMMAN	4 DJAKARTA
6	ANKARA	10 MANILA
3	ASMARA	4 SAIGON
10	ATHENS	6 TAIPEI
5	BAGHDAD	
6	BEIRUT	
8	CAIRO	
3	TEHRAN	
8		
	35 TEL AVIV	
	5 TRIPOLI	
	3 JIDDA	
	3 KABUL	
	5 KARACHI	
	3 KATMANDU	
	5 MONROVIA	
	4 NEW DELHI	

NOTE NO ATT FOR SEOUL, TOKYO, RANGOON.....

UNCLASSIFIED

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

Hand

UNCLASSIFIED

CHARGE:

Classification

Control: TOSPO ~~123~~ /192

DATE: June 6, 1954

TO: FGA/W.

USPOTO A-98. (1) 8 Administrative and 10 Technical Assistance

CLRX-51 (2) 18

(3) (5) (7) (8) (9) None

(4) Americans \$11,911 Locals \$2460

CORSON

HJCorson
TFTaylor

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

2

CHARGE:

UNCLASSIFIED

Classification

Control: TUBFO #511

TO: TGA/W

DATE: June 21, 1954

USFOTO A-166. Expenditures for FY 1953 checked and found correct.

A 1141023 B 073-60-43 C \$3,350,000.00 D none E none

CURSON

HJCerson
JBode:msp

UNCLASSIFIED

Classification

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM . FOA, Washington

SUBJECT .

REFERENCE .

(Check one before
each address)

ACTION | INFO.

ADDRESS AND SERIAL NUMBER

X

JIDDA, USFOTO A-166

Please verify the expenditures for FY 1953 TOUSFO 487

June 2. Report on 1141023 appropriation missing. In the future
separate FY 1952 Representation 2AG-5470 from Program Direction
2AG-4470 and 6470.

STASSEN

Action Bader

THORIZING OFFICER

William E. Marshall, Chief
Program Reports Branch

DRAFTED BY

RBelanger:rc

OFFICE

M/CONT/ACC/PRB

PHONE NO. DATE

3332

6/9/54

AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

PAGE

PAGES

1

OF

1

DATE SENT

Jun 12, 1954

DATE REC'D.

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - Washington

SUBJECT - Obligation of Program Funds

PAGE 1m OF 1
DATE SENT June 12, 1954
DATE REC'D.

REFERENCE -
(Check one before each address)

- DISTRIBUTION
- 9
 - ACC-5
 - APPAK
 - AFR
 - ARAB
 - AUD
 - BUD
 - DDM
 - DDO
 - EJ-2
 - EXSEC
 - GT-2
 - INDIA
 - IRAN
 - ISR
 - MCONT
 - MRSR
 - NEAA
 - NEF
 - O&M
 - OLA-6
 - SIND

ACTION | INFO.

ADDRESS AND SERIAL NUMBER
USFOTO CIRCULAR N A -64
USFOTO CIRCULAR L A -126

The purpose of this airgram is to reiterate to the various missions that under existing legislation FOA officials can obligate program ~~XX~~ funds through June 30th only to the extent of allotments made to them.

It is not at all certain that the appropriation act for FY 55 will permit the reuse of prior year unobligated or unexpended balances, as previous years' appropriation acts have done. It is also probable that the new appropriation will not be enacted by July 1st and consequently, we will be operating on continuing resolutions for a period of time in the coming fiscal year.

Our missions should, therefore, be aware that any obligation entered into subsequent to June 30th will be out of newly appropriated funds. Commitments of funds other than routine administrative costs should not be made subsequent to June 30th pending specific instructions from FOA/W.

STASSEN

CABLE ROOM:

Please send as USFOTO CIRCULAR LA TO: Please send as USFOTO CIRCULAR NA to:

- | | | | |
|-------------------|-------------------|---------------|------------|
| 10 Aguncion | 10 Rio de Janeiro | 3 Addis Ababa | 5 Tel Aviv |
| 5 Bogota | 4 San Jose | 4 Amman | 5 Tripoli |
| 4 Caracas | 3 San Salvador | 6 Ankara | |
| 3 Ciudad Trujillo | 5 Santiago | 3 Asmara | |
| 6 Guatemala City | 3 Tegucigalpa | 10 Athens | |
| 3 Havana | | 5 Baghdad | |
| 5 La Paz | | 6 Beirut | |
| 5 Lima | | 8 Cairo | |
| 4 Managua | | 3 Jidda | |
| 3 Mexico City | | 3 Kabul | |
| 10 Panama City | | 5 Karachi | |
| 3 Montevideo | | 3 Katmandu | |
| 7 Port Au Prince | | 5 Monrovia | |
| 3 Quito | | 4 New Delhi | |
| | | 10 Tehran | |

OTHER AGENCY

- BB
- CIA
- FRB
- STATE
- TREAS

AUTHORIZING OFFICER J. E. MURPHY	DRAFTED BY A. Novak:esq	OFFICE M/CONT:ACC.1	PHONE NO. 2471	DATE 6/9/54
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FOA AND OTHER CLEARANCES J.C. Howell - BUD	SECURITY CLASSIFICATION UNCLASSIFIED	FOA AND OTHER CLEARANCES
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Attion - Bode

Brief

9

SECURITY CLASSIFICATION
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6-5-54	
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FROM - WASHINGTON

SUBJECT - LIQUIDATION OF PRIOR YEARS OBLIGATIONS
AGAINST LOCAL CURRENCY FT ACCOUNTS
REFERENCE - STATE TELEGRAM CA-5702 - 4/9/54

(Check one before
each address)

ACTION | INFO.

ADDRESS AND SERIAL NUMBER

EM CINCUNC TOKYO FOATO A-150 DAMASCUS FOATO A-21
USFOTO CIRCULAR A-84
CINCREP SEOUL FOATO A-159 RANGOON USFOD A-207

A. Background

1. Referenced telegram addressed to State Department posts advises that local currency FT funds will not be available for liquidation of FY 1953 and prior year local currency obligations, citing Section 1313 of Public Law 207, 83rd Congress, approved August 7, 1953 as the authority for their instructions. The telegram further directs that all obligations against local currency FT accounts must be liquidated or cancelled by June 30, 1954 and that cash balances as of that date will revert to the Treasury and will be transferred to the appropriate 20FF account.

2. FOA/W has been receiving numerous inquiries from FOA missions and State Department Foreign Service Posts requesting clarification of the FT accounts and instructions regarding liquidation of June 30, 1953 local currency obligations after June 30, 1954.

B. Clarification

1. The instructions in referenced State Department telegram do not apply to FOA.

2. Section 1313 of Public Law 207, cited above, does not have reference to local currency trust fund accounts 72FT891 which are held in trust for the participating country and does not represent a U.S. asset. Neither does it apply to local currency funds, 72FT571, which are generated by the sales of surplus agricultural commodities pursuant to Section 550 of Mutual Security Act, as amended.

3. With reference to local currency funds, account 72FT 560, FOA is seeking legislative authority, substantially as follows:

"Foreign

Rec. 2 copies only

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
ANTHONY NOVAK	H. Efron - ACCTS R. White - BUD esq	M/CONF	2471	5/27/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
R. White - BUD (phone) P. Morse - GC (draft)	UNCLASSIFIED	

"Foreign currencies or credits owed to or owned by the United States may be used without reimbursement to the Treasury, for liquidation of obligations legally incurred against such currencies or credits prior to July 1, 1953."

Pending the outcome of Congressional action on FOA legislation request, Missions must not make any disbursements after June 30, 1954, from the 72FT560 account. In the event the above authority is not granted, complete instructions will be issued covering the disposition of cash balances and unliquidated obligations in the account as of June 30, 1954.

4. FOA missions should promptly review the status of their 72FT560 accounts, and liquidate immediately all obligations, to the maximum extent possible, thereby reducing the problems connected with the availability of funds, to the maximum extent possible. Local currency obligations under this account, which it is known will not require liquidation, should be promptly deobligated and any resulting excess funds should be transferred to the Treasury Account 20FT3544.

CABLE ROOM: Please send to:

STASSEN

10	Asuncion	3	Katmandu
5	Bogota	5	Monrovia
4	Caracas	4	new Delhi
3	Ciudad T.ujillo	10	Tehran
6	Gautemala City	5	Tel Aviv
3	Havana	5	Tripoli
5	La Paz		~~XXXXXXXXXX~~
5	Lima	3	Jidda
4	Managua	3	Kabul
3	Montevideo	5	Karachi
5	Mexico City	3	Bankok
10	Panama City	4	Djakarta
7	Port Au Prince	10	Manila
3	Quito	4	Saigon
10	Rio de Janeiro	6	Taipei
4	San Jose		~~XXXXXXXXXX~~
	~~XXXXXXXXXXXXX~~	4	Belgrade
	San Salvador	10	Bonn
	Santiago	6	Brussels
	Tegucigalpa	4	Copenhagen
	Agdis Ababa	5	Lisbon
	Amman	12	London
	Ankara	7	Madrid
	Asmara	3	Oslo
	Athens	15	Paris MSN
	Baghdad	10	Rome
	Beirut	9	The Hague
	Cairo		
	Vienna		

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE: UNCLASSIFIED Classification Control: TOUSFO #487

TO: VOA/W. DATE: May June 1, 1954

[Handwritten signature]

ADVICE ACCTS STATUS FUNDS MAY 1954 PER EXHIBIT L USFOTO A-106 FOLLOWS:

1. A 112/11019 B 073-41-4C C \$1,329,000.00 D \$ 858,292.00
E \$ 327,031.07
2. A 112/11019 B 34034701 C \$ 1,741,105.00 D \$1,741,105.00
E \$ 1,122,872.06
3. A 112/11019 B 3404470, 5470, 6470 C \$ 23,341.42 D \$ 23,341.42
E \$ 15,410.84
4. A 1141000 B 073-19-4A C \$ 162,200.00 D \$ 160,600.00
E \$ 116,398.76

HJCorson
Jibor

[Handwritten signature]

UNCLASSIFIED
Classification

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM : Washington

SUBJECT : FY 55 Administrative Budget Request

REFERENCE

(Check one before
each address)

PAGE	PAGES
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DATE SENT	
JUN 1, 1954	
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OTHER AGENCY

475P

ARMY****
STATE

ACTION INFO ADDRESS AND SERIAL NUMBER

X USFOTO CIRCULAR A 83
USFOTO CIRCULAR A X 62
5 SEOUL FOATO A-156
6 TOKYO FOATO A-147

The number of printed copies of the FY 55 Administrative Budget submission to the Bureau of the Budget were insufficient to permit distribution of the entire document to all missions. In lieu thereof, there is attached the schedule included in the document representing the actual FY 1953 and estimated '54, '55 administrative cost of operations based on estimates submitted by your mission. This schedule is transmitted for information purposes only. It is anticipated that changes will result upon completion of discussions with the Bureau of the Budget and additional adjustments may be necessary upon final Congressional action. It is the desire of FOA/W to keep the USOMs informed insofar as possible as to the progress of the budget request and such information will be disseminated as it becomes available.

Your attention is invited to part 3 of the FY 55 administrative budget call dated March 5, 1954. Whereas all Department of State administrative support in former TCA missions was charged to administrative funds in Fiscal Years 1953 and 1954 the method of distribution in FY 55 will be on a prorated basis, with an appropriate charge to program as well as administrative funds. The 07 item reflected in the FY 55 column of the attached schedule is therefore not comparable to FY 53 and FY 54 in those countries, the amount indicated being exclusive of that portion of the total administrative support cost applied to program funds.

In view of the current status of the budget presentation, the heavy Congressional schedule and the fact that the MSP is one of the last programs to be considered by the Congress it is unlikely that FOA/W will be in a position to advise you as to the FY 55 administrative funding plan until sometime after the beginning of the fiscal year. It may be necessary to issue interim obligation authority for the month of July and possibly August. In any event, USOMs will be advised as to the annual funding plan as soon after final enactment of legislation as possible.

AUTHORIZING OFFICER

DRAFTED BY

OFFICE

PHONE NO. DATE

J. Carney Howell

T. Callahan:bph

BUD

2351

5/17/54

AND OTHER CLEARANCES

SECURITY CLASSIFICATION

FOA AND OTHER CLEARANCES

UNCLASSIFIED

Action Book

STASSEN

SEND AS CIRCULAR A 83 :

3	ADDIS ABABA	6	GUATEMALA CITY	10	ROME
10	ANKARA	3	HAVANA	4	SAIGON
4	AMMAN	3	JIDDA	4	SAN JOSE
3	ASMARA	3	KABUL	5	SANTIAGO
10	ASUNCION	5	KARACHI	3	SAN SALVADOR
5	ATHENS	3	KATMANDU	6	TAIPEI
5	BAGHDAD	5	LA PAZ	3	TEGUCIGALPA
3	BANGKOK	5	LIMA	10	TEHRAN
6	BEIRUT	5	LISBON	5	TEL AVIV
6	BELGRADE	12	LONDON	6	THE HAGUE
5	BOGOTA	7	MADRID	5	TRIOLI
10	BONN	4	MANAGUA	9	VIENNA
6	BRUSSELS	10	MANILA	10	PANAMA CITY
8	CAIRO	5	MEXICO CITY		~~XXXXXXXXXX~~
4	CARACAS	5	MONROVIA		~~PARAMARIBO~~
3	CIUDAD TRUJILLO	4	NEW DELHI		~~XXXXXXXXXX~~
4	COPENHAGEN	15	PARIS MSN		
4	DJAKARTA	5	PORT AU PRINCE		
3	MONTVIDEO	3	QUITO		
3	OSLO	10	RIO DE JANEIRO		
	~~GENEVA~~				
	~~XXXXXXXXXX~~				

SEND AS CIRCULAR A X62 :

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4	RANGOON	10	PARIS USRO
	~~XXXXXXXXXX~~		~~XXXXXX~~
	~~XXXXXXXXXX~~	3	GENEVA
	~~XXXXXXXXXX~~	3	PARAMARIBO
	~~XXXXXX~~		

NOTE ATTS MARKED FOR POSTS

FROM - FOA/W

SUBJECT - Administrative Allotment

REFERENCE - TOUSFO 422

(Check one before each address)

PAGE	PAGES
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DATE SENT	
May 26, 1954	
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DDM

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NEF

JIDDA-423

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
X		JIDDA USFOTO A-155

Reference message indicated administrative allotment, \$162,200 adequate. Assume mission report of April 30 includes obligation for all fourth quarter salaries and expenses. If so, May report should exclude June obligations. Report obligations incurred in accordance with Budget-Treasury Reg. 1.

STASSEN

15P

OTHER AGENCY

Action Bude.

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
J. Carney Howell	CKnox/rjs	BUD	3577	5-24/54
FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION UNCLASSIFIED		FOA AND OTHER CLEARANCES	

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION
UNCLASSIFIED

Info Carson *WPC* *2*

FROM - WASHINGTON

SUBJECT - Acceptance of Expenditures by U.S.O.M.

REFERENCE - Transmittal Memorandum dated 2/5/53, WIROM 916 dated June 11, 1953 and O.M. dated 6/16/53
(Check one before each address)

PAGE	PAGES
1	1
DATE SENT	
May 26, 1954	
DATE REC'D.	

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JIDDA-3

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
X		JIDDA USFOTO A-154

- 1. FOA/W has not received confirmation of acceptance of expenditures by the Mission in the amount of \$12,194.33 under allotment No. 34701, Obligation Nos. 149, 150, 151 and 152 per above references.
- 2. Please confirm acceptance of expenditures soonest.

STASSEN

Action Bader

OTHER AGENCY

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
Edward F. Tennant	LFeldman:he:ms	ACC.1:LF	2991	5/19/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
	UNCLASSIFIED	

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

UNCLASSIFIED

CHARGE:

Classification

Control: TONSPD #469

TO: POA/W

DATE: May 24, 1954

For Accounts Division from Taylor.

USFOTO CIRC X-40. John Bode will attend meeting. Due slow transmission service, rush draft instructions, one copy air pouch, one airmail attention Controller.

CURSON

Play
Bode:0

Classification

SECRETARY

MAY 220804Z, 1954

USFOTO CIRC XHO

UNCLASSIFIED

MAY 221229Z, 1954

Proposed FY 55 Allotment Accounting Procedures.

Controller's Office, FOA/W has developed preliminary draft proposed 1955 FY allotment accounting procedures. Expect to airmail draft instructions to missions May 24 for preliminary review. Tennant, FOA/W and Jauchem, GAO Systems consultant to meet with controllers, EEA missions listed this cable at Cairo June 7 thru 11 to discuss system and related accounting problems.

Arrange your representative attend, advising FOA/W accounts division and USOM/E names of personnel to attend. Assure arrangements not inconvenient to USOM/E which is requested to provide hold reservations, minimum secretarial assistance and conference room.

BTASSEN

Lsa

DIST:

Ambassador
FOA - Action
Lindquist
File

Action Base

UNCLASSIFIED

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

~~UNCLASSIFIED~~

Classification

Control: TOSPO #174

DATE: May 27, 1954

TO: YOA/N

From Taylor.

USPOC CIRC SA-61. Status administrative obligations April 30.

Total \$160,500. Unliquidated \$62,737.32.

CORSON

TFTaylor
JHode:0

~~UNCLASSIFIED~~

Classification

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM - Washington

SUBJECT - Allotment and Obligation Report

REFERENCE - USFOTO CIRCULAR 10

(Check one before each address)

PAGE 1 OF 1
DATE SENT MAY 15, 1954
DATE REC'D.

DISTRIBUTION

5
BUD
ACC
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ARAB
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EJ-2
GT-2
INDIA
IRAN
ISR
MCONT
MRSR
NEF

ACTION INFO.

ADDRESS AND SERIAL NUMBER

X

USFOTO CIRCULAR N A - 61
DAMASCUS USFOTO A-18

(1) Your total administrative April obligations not received by Cable as requested reference message. For balance of FY 1954 cable, repeat cable total administrative obligations immediately after close of month.

(2) Effective with report for the month of May, FY 1954 it is requested that one copy of Status of Allotment Report and Obligation Detail currently submitted monthly to FOA/W be transmitted separately and marked attention, Budget Division, Office of the Controller, FOA/W.

STASSEN

SEND TO:

FOA-120p

3 ADDIS ABABA
4 AMMAN
6 ANKARA
3 ASMARA
10 ATHENS
5 BAGHDAD

6 BEIRUT
8 CAIRO
~~DAMASCUS~~
3 JIDDA
3 KABUL
5 KARACHI

3 KATMANDU
5 MONROVIA
4 NEW DELHI
10 TEHRAN
5 TEL AVIV
5 TRIPOLI

3 DAMASCUS USFOTO A- 18

OTHER AGENCY

Action Bode

AUTHORIZING OFFICER

DRAFTED BY

OFFICE

PHONE NO. DATE

J. Carney Howell

W. Holt:bph

BUD

3577

5/13/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

FOA AND OTHER CLEARANCES

UNCLASSIFIED

ACCTS - H. Efron (by phone)

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TOWFO A45

TO: FGA/W

DATE: May 8, 1954

Advise accts status funds April 1954 per Exhibit L USFOTO A-106 follows:

1. A 112/11019 B 073-41-10 C \$1,329,000.00 D \$704,632.00
E \$190,525.01
2. A 112/11019 B 34034701 C \$1,741,105.00 D \$1,741,105.00
E \$1,112,445.98
3. A 112/11019 B 3404470, 5470, 6470 C \$23,341.42 D \$23,341.42
E \$15,110.84
4. A 1141000 B 073-19-4A C \$162,200.00 D \$160,500.00
E \$97,762.68

CORSON

HJCorson
JBode:o

UNCLASSIFIED

Classification

TELEGRAM RECEIVED

FROM:

SECSTATE

DATE:

MAY 072221Z, 1954

CODE:

UNCIA SSIFIED

NO:

CIRC X-17

RECEIVED:

MAY 080914Z, 1954

Preliminary accounting information. It is urgently required that you furnish preliminary accounting information as of April 30 for use in appropriation hearings. Information should be submitted by cable in the format prescribed in exhibit L of Fiscal Reporting Instruction. Local currency date not required. April preliminary report is required at once. May and June preliminary reports required three days after close of month. Regularly required reports should be submitted in the usual manner. Urgent.

RAND

lsa

DIST:

Ambassador
FOA - Action ✓
Lindquist
File

Received MAY - 9 1954 - 1 P.M.
Requested Information - was
due May 8 and was transmitted
by cable on May 8 (TOOSFO #445)
Have noted deadlines for
May and June Preliminary
reports.

UNCIA SSIFIED

May 11 -
No Surveys
Carson
Caylon.

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM - Washington

SUBJECT - The Role of the USOM Controller

to American Embassy

SAUDI ARABIA

DATE SENT
4-13-54

DATE REC'D.

RECEIVED
(Check one before
each address)

9 DISTRIBUTION

MCONT12

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OTHER AGENCY

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ACTION | INFC. ADDRESS AND SERIAL NUMBER

X	ALL MISSIONS USFOTO CIRC A-54
X	CINCUNC TOKYO FOATO A-90
X	CINCREP SEOUL FOATO A-95
X	RANGOON USFOTO A-151
X	PARIS TOECO A-853

The following broad outline of the role of the USOM Controller is provided to acquaint Mission Directors, Controllers, and other interested USOM officials with the responsibilities of Mission Controllers from the viewpoint of FOA/W and as a check list for examination of the financial management of any USOM. In USOM's not having a full-time Controller, the responsibilities may fall on a Director of Administrative Services, Executive Officer, or such other official as has been designated by the Mission Director.

Broadly speaking, the Mission Director should look directly to his Controller as his top adviser in matters concerning budget development and execution, allotment and program controls, financial and statistical reporting, audit and general coordination of the financial management aspects of the program. Typical functions of a Mission Controller are set forth below. All of these functions, however, will not exist in all Missions and, conversely, additional similar functions may exist in other Missions which would be the responsibility of the Mission Controller.

I. BUDGET

A. Program Funds

1. Formulation of country programs and supporting budgets.

A Mission Controller should participate actively in the formulation and/or review of all proposed programs prior from the financial standpoint prior

AUTHORIZING OFFICER

J. E. Murphy, Controller

DRAFTED BY

RRBogardus:rd

OFFICE

M/CONT

PHONE NO. DATE

429 4/1/54

FOA AND OTHER CLEARANCES

O&M: Monson (in draft)

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

Dr. D. A. FitzGerald:DD/O

to their submission to FOA/W to assure the soundness of proposals. ~~from the financial standpoint.~~ In the review the Controller should be especially concerned with:

- a. The validity of cost factors and other calculations used in determining the estimated costs of proposals. Moreover, the Controller should be constantly on the alert for opportunities to develop standard cost factors and to apply to maximum advantage experience already gained to the calculation of cost estimates.
- b. The validity of the estimated timing of obligations, sub-obligations (where applicable) and expenditures.
- c.
- c. The adequacy of supporting narrative ~~substantiation~~ justifications.
- d. Compliance with all financial aspects of programming guidance issued by FOA/W.

2. Execution of country program budgets.

The Mission Controller should insure that:

- a. Documents used to sub-allot funds faithfully reflect all limitations contained in basic allotments. Special attention should be given to the accounting period (usually a calendar quarter) during which obligational authority is granted.
- b. The amounts of all sub-allotments do not exceed the appropriate basic allotment.
- c. Utilization of available funds is effective. For example, if obligations in a particular field of activity are lagging, and funds appear to be needed in other fields, he should so inform the USOM Director.
- d. Host country contributions are forthcoming both at the times and in the amounts contemplated by projects or other agreements.
- e. ~~FOA/W approval is obtained for major deviations from approved program, i.e., more than a 10% shift between major fields of activity, or any shift between amounts approved for technical costs, salaries, or supply components in the over-all program.~~

A. C. USOM

- c1. USOM Director is apprised immediately in writing of any instance where obligations incurred exceed authority extended as evidenced by official allotments, sub-allotments or other similar documents. Such reports should be in detail sufficient to enable USOM Director to submit a full report to FOA/W as required by law.

B. Administrative Funds

The Mission Controller has ~~primary~~ ^{review} responsibility for the ~~formulation~~ and execution of mission administrative expense budgets and for the classification within FOA/W policy guidance of all obligations and expenditures as between program and administrative expense allotments.

1. Formulation of administrative expense budgets.

The Mission Controller should:

- a. ~~Coordinate the formulation and control~~ Review ~~of~~ all mission administrative expense budget estimates and allotment requests submitted to FOA/W.
- b. Review current and proposed staffing patterns to insure that planned staffs are consistent with financing available.
- c. Insure that estimates for personal services and other object costs are realistically calculated and fully supported by justification when submitted to FOA/W.

2. Execution of administrative expense budgets.

The Mission Controller is responsible for insuring that mission obligations and expenditures are kept within such quarterly or annual allotments as may be issued by FOA/W. He should program the obligation of funds in such a manner as to make most effective use of the limited funds available for administrative expenses and should establish such internal procedures as may be required to enable him to fulfill this responsibility.

II. ACCOUNTS

II. ACCOUNTS

A. Establishment and maintenance of accounting records and controls.

1. The Mission Controller, ~~is accounting for the financial statements of USOM Directors~~, will be responsible for the establishment and maintenance of the following accounting records:
 - a. Allotment accounts (usually at the country level).
 - b. Sub-allotment accounts (usually at the substantive field level, e.g., Agriculture, Forestry & Fisheries, etc.).
 - c. Project Accounts (e.g., Animal Husbandry, Plant Industry, Irrigation, Hydroelectric Power Plant, etc.).
 - d. Distribution Accounts necessary to accumulate information as to object classes, commodity codes, and functional activities such as technician costs, trainee costs, local labor costs, and supply components.
2. The Mission Controller will also assure that all potential obligations are approved from the standpoint of fund availability through establishment of pre-validation techniques suitable to the needs of the program. In cases requiring FOA/W or other agency action, the Controller will certify fund availability on the requesting documents.
3. The Mission Controller (within broad general guidance from FOA/W) will be responsible to assure that joint fund accounts as necessary will be established and maintained in a manner compatible with USOM appropriated dollar accounts so that USOM Director and FOA/W will get proper perspective of the financial position of the country program as a whole when joint-fund reports are consolidated with reports taken from USOM's accounts.

B. Preparation and submission of timely financial reports.

In recognition of the importance of accurate and timely financial reports to management, the USOM Controller will insure the preparation and submission of such reports to USOM Director and FOW/W. In addition,

he will

he will be on the alert for opportunities to provide ^{the Mission Director} ~~management~~ with special reports in problem areas. ~~in areas where unusual emphasis is given by management.~~

C. Establishment and maintenance of the effective banking arrangements.

In striving for fullest utilization of commercial banking facilities for financing commercial procurement the USOM Controller is responsible for assisting in setting up machinery to enable private importers and governments to finance commercial procurement through commercial banking facilities in participating countries. He will also be responsible for assisting joint fund officials in making arrangements for bank deposits, the issuance of bank statements, etc., concerning joint fund accounts. With respect to U.S. funds, he coordinates banking arrangements with the U.S. Disbursing Officer concerned, advising him of estimated monthly local currency requirements, etc.

III. AUDIT

A. Voucher Audit

Except in instances where arrangements with the U.S. Embassy provide for the audit and certification of routine administrative vouchers such as payrolls, travel vouchers, etc., the USOM Controller is responsible for the audit and certification for payment of all vouchers requiring expenditure of FOA funds in the host country. In the audit of such vouchers, the Controller will insure that:

1. Commodities and/or services are received as ordered;
2. Quality of goods or services meet contract terms;
3. Vendors' invoices are properly computed;
4. Appropriate discounts, if any, are taken; and
5. Vouchers show correct exchange rate if other than U.S. dollars are involved.

Note: A Receiving and Inspection Report submitted by the appropriate program official usually satisfies requirements 1. and 2. above.

B. Property Audit

Commodities financed with FOA funds may be described as project commodities (if they are for actual use by FOA or on an FOA project) or non-project commodities if they are furnished to generate local currency either for project use or for budgetary support or if they were supplied because of a lack of dollars on the part of the host country.

1. Project Commodities.

The USOM Controller will:

- a. Insure that adequate controls and procedures exist to provide for the movement of commodities to projects for which ordered.
- b. Satisfy himself that inventory records exist and are maintained currently on all non-expendable property, that property is properly labeled to show ownership, and numbered wherever more than one piece of equipment of a particular type is on hand.
- c. Insure that an adequate utilization reporting system exists to provide for the movement of non-utilized commodities to projects requiring such commodities.

2. Non-Project Commodities.

The USOM Controller will:

- a. Insure the preparation and submission of Arrival Reports as required.
- b. Conduct end-use checks to detect diversion of such commodities to locations and uses not intended or non-utilization of commodities.
- c. Arrange for deposit of local currency in appropriate accounts if such is required and not already accomplished under FOA/W direction.
- d. Insure follow-up checks by appropriate program officials to determine whether results for which commodities were supplied are achieved.

C. Local Currency

C. Local Currency Audits

1. Counterpart funds

When, upon approval by the U.S., a recipient country withdraws counterpart funds, the USOM Controller will conduct appropriate checks to determine that actual use of the funds is for the purposes approved and that instances where reasonable business management practices are not observed are called to the attention of the USOM Director.

2. Other Local Currency

In instances where local currency becomes available to a program for uses agreed upon between the U.S. and recipient country either as a result of the extension of assistance by the U.S. (local currency generating commodities) or by contribution of the recipient country, the USOM Controller will conduct audits of the accounts from time to time to determine that such currency is being used in the amounts and for the purposes agreed. In this connection, the need for audits will depend in large part on the completeness of the local currency reporting system established (See II A 3 above).

D. Prices

FOA's concern with prices rests especially upon three considerations, one or more of which is applicable in the case of any USOM. These are: (a) statutory requirements, (b) regulatory requirements, and (c) reasonable administrative standards for the prudent expenditure of public funds. It is the function of the USOM Controller to safeguard the agency against departures from these requirements by:

1. Assisting in any way possible in the establishment and operation of an efficient procurement procedure.
2. Compiling information of aid to FOA/W in its evaluation of the property of prices paid in local markets.
3. Being on the lookout for discrepancies between quality specified in contracts and commodities delivered to the cooperating country. The USOM Controller is responsible for requesting refunds locally

in the case

in the case of discrepancies found on contracts being paid locally. He is responsible for advising FOA/W of discrepancies noted on contracts paid by FOA/W. Cases of unrealistic contract quality requirements should also be pointed out to the responsible USOM official and/or FOA/W.

4. Being alert to discover complaints from trade sources that may enable responsible officials to anticipate new, or determine old, instances of imprudent purchasing or purchasing that may otherwise arouse unfavorable criticism.
5. Examining, on a sample basis, joint fund procurement bid analyses, to see that procurement is made at lowest prices. The USOM Controller should not, however, participate in the bid awards.

E. Procurement Practices

Responsibility for the evaluation of the effectiveness of procurement practices in the cooperating countries rests with the Mission Controller who has responsibility for reporting to USOM Director his estimate of the effectiveness of these procurement practices in satisfying reasonable standards for prudent procurement and in fulfilling the agency objectives. In carrying out this responsibility the USOM Controller should be concerned with:

1. The evaluation of procurement procedures in terms of the standards fixed by FOA/W;
2. The evaluation of the procedure in operation. Some of the specific matters with which the USOM Controller must be concerned are:
 - a. Where sub P/As are issued, is the system of award conducive to the attainment of our procurement goals?
 - b. Does the system encourage participation by reliable sellers in competitive strength?
 - c. Are specifications written in a fashion to further our objectives?
 - d. Is the local commercial community aware of the requirements for participation in the FOA program?

F. Procurement

F. Procurement Contracts

1. The Controller is responsible for the review and approval of the financial aspects of all service contracts financed in local currency or dollars which are executed by the USOM. This review will include a determination as to whether the contracting standards established by the FOA are adhered to and that the prices ^{are} to be paid for the services consistent with such standards.
2. In the case of contracts originating in the participating country or host government and to be financed in dollars after approval by FOA/W the USOM Controller will:
 - a. Establish procedures within the USOM whereby projects under consideration which will involve service contracts are brought to his attention.
 - b. Insure that the contracting parties are fully familiar with the contract standards under which the eligibility for financing of such contracts will be considered.
 - c. Assist in the negotiation of the contract if necessary.
3. The Controller will also make independent observations of physical and technical progress of all contracts financed by FOA in conjunction with the technical personnel of the USOM.

RAND (ACTING)

CODE ROOM: SEND TO FOLLOWING: AS USFOTO CIRC A-54

4 RANGOON USFOTO A-151	6 CINCUNG TOKYO FOATO A-90	~~RANGOON USFOTO A-151~~
4 Belgrade	3 Bangkok	5 Santiago
10 Bonn	4 Djakarta	3 Tegucigalpa
6 Brussels	10 Manila	3 Addis Ababa
4 Copenhagen	4 Saigon	4 Amman
5 Lisbon	6 Taipei	6 Ankara
12 M London	~~Rangoon~~	3 Asmara
7 Madrid	~~Seoul/Cincung~~	10 Athens
3 Oslo	~~Tokyo/Cincung~~	5 Baghdad
15 Paris MSN	5 CINCREP SEOUL FOATO A-95	6 Beirut 4 New Delhi
10 Rome	10 Asuncion	8 Cairo 10 Tehran
6 The Hague	5 Bogota	3 Jidda 5 Tel Aviv
9 Vienna	4 Caracas	3 Kabul 5 Tripoli
10 USRO Paris TOECO A-853	3 Ciudad Trujillo	5 Karachi
	3 San Salvador	3 Katmandu
		5 Monrovia

UNCLASSIFIED

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

~~UNCLASSIFIED~~
Classification

Control:

TOUSFO

438

DATE:

May 3, 1954

TO: FOA/W

USFOTO A-136. All fiscal reports required USFOTO A-106
delivered to Embassy Air Pouch.

CONSON

HJCarson
JHode:mep

~~UNCLASSIFIED~~
Classification

AIRGRAM

Foreign Operations Administration

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - FOA, Washington

SUBJECT -

REFERENCE - J USFOTO A-106

(Check one before
each address)

PAGE 1 OF 1
DATE SENT April 24, 1954
DATE REC'D.

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ACTION | INFO.

X

ADDRESS AND SERIAL NUMBER

JIDDA, USFOTO A - 136

Fiscal reports required by above reference not received. Submit
soonest or advise status.

STASSEN

OTHER AGENCY

*Suspense
May 6.
Action: Bader*

UTHORIZING OFFICER

Edward F. Tennant, Director
Accounts Division

DRAFTED BY

RBelanger:rc

OFFICE

M/CONT/ACC/PRB

PHONE NO. DATE

2784 4/22/54

OA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

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FOA AND OTHER CLEARANCES

J. Cohen

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM — TOA/M

SENT TO — USFOTO CIRCULAR ~~XXXXX~~ X A-15

DATE SENT

May 7, 1954

DATE REC'D.

~~XXXXXXXXXXXXXXXXXXXX~~

~~XXXXXXXXXXXXXXXXXXXX~~

SUBJECT — Advices of Charges, Outstanding June 30, 1953

REFERENCE —

1. Background:

In connection with the transfer of the TCA program from the Department of State to FOA, there were transferred from STATE the unexpended balances of appropriated TCA funds on deposit with Treasury on June 30, 1953. These cash balances are not in agreement with the unexpended balances reflected in the allotment accounts. These differences are due in part, to expenditures made by STATE for the account of field allottees, which have not been picked up in full by the TCA missions in their status of allotment reports for June 30, 1953.

We believe the bulk of the difference constitutes pipe line items as of June 30, 1953 representing STATE expenditures incurred prior to June 30th, but which were not included in the expenditures reported by the TCA missions as of that date. In addition, there have been numerous instances where some of the missions have not picked up advices of charges to their allotments, for the reason that they could not identify charges with their allotments.

2. Instructions:

In order to resolve discrepancies between cash transfers from STATE and the unexpended balances indicated in the allotment accounts, it will be necessary for each mission to review its accounts since July 1, 1953, and to prepare tabulations for each field allotment, listing expenditures incurred prior to July 1, 1953 by STATE or other TCA Mission for its account; which expenditures were not recorded by field allottees until after June 30, 1953. In addition, a listing for each field allotment involved should be made reflecting advice of charges documents covering expenditures made elsewhere through

June

AUTHORIZING OFFICER ANTHONY NOVAR

DRAFTED BY

OFFICE

PHONE NO.

DATE

~~XXXXXXXXXXXXXXXXXXXX~~
Accounts Division

H. Afrom:MS

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MSA AND OTHER CLEARANCES

SECURITY CLASSIFICATION
UNCLASSIFIED

MSA AND OTHER CLEARANCES

Atton R. B. Taylor

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OTHER AGENCY

STATE

June 30th, but which have not yet been picked up in the ~~xxx~~ mission allotment accounts.

It is most urgent that the information developed in accordance with the above instructions be transmitted to the Office of the Controller, FCA/W, attention of Fiscal Branch, Accounts Division, as soon as possible. Missions which, after June 30, 1953, had no advices of charge for recording relative to expenditures made prior to June 30, 1953 should send negative reports.

RAND (ACTING)

CABLE ROOM:

Please send to:

3	Addis Ababa	3	Kabul	10	Tehran
4	Amman	5	Karachi	5	Tripoli
5	Baghdad	3	Katmandu	4	Djakarta
6	Beirut	5	Monrovia	4	Rangoon
8	Cairo	4	New Delhi		
3	Jidda	5	Tel Aviv		

AIRGRAM

Foreign Operations Administration

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - Washington

SUBJECT - Responsibilities of a Certifying Officer

REFERENCE -
(Check one before
each address)

PAGE 1 OF 2
DATE SENT
Apr 10, 1954
DATE REC'D.

DISTRIBUTION

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AUD5
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MCONT
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NEAA
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OPE15
OLA
OTHER AGENCY
XXXXXXXXXX
O&N
PERS

ACTION INFO.

ADDRESS AND SERIAL NUMBER

All FOA Missions USFOTO Circular A-53
USRO Paris TOECC A-849
Frankfurt USFOTO A-51
GENEVA USFOTO A-24
RANGOON USFOTO A-148
TRIESTE USFOTO A-26
ISTANBUL USFOTO A-49

Now that Circular USFOTO A-15 has placed the responsibility for travel and transportation payments in the respective USOMs, several questions have arisen as to the scope and effect of the certifying officer's responsibility. Since a definition of the Certifying Officer's responsibilities and liabilities is of importance to both the Mission and the individual we are giving a brief summary of his responsibilities.

The fundamental responsibilities of the Certifying Officer are defined by statute, 55 Stat 875 (31USC82c), 61 Stat 101 (31USC82i) and as implemented by GAO General Regulation 93 Revised.

The effect of the legislation and regulation is to make the C. O. responsible for the existence and correctness of facts in the Certificate or on the voucher and supporting documents. He is also responsible for the legality of the payment out of the appropriation or fund and for correctness of computation. This means that when legislation limits and/or defines the objects for which money is appropriated, any certifications without the limitations or definitions are illegal.

Under the provisions of the Wheeler Act the C. O. is not responsible for determining that the rates charged by carriers are in accordance with established tariffs. This is a matter for settlement between the GAO and the carrier.

The C. O. is personally accountable for and required to make good the amount of illegal, improper or incorrect payments resulting from false, inaccurate, or misleading certifications, as well as for any payments prohibited by law which do not represent a legal obligation under the appropriation or fund involved. It is therefore incumbent upon the C. O. to

scrupulously

AUTHORIZING OFFICER

DRAFTED BY

OFFICE

PHONE NO. DATE

Fred L. Freu, Director, Audit Div.

R. Zorn/dwb

C: AUD: VEB

2902

4-8-54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

FOA AND OTHER CLEARANCES

M. Hale, GC in draft

UNCLASSIFIED

D. Harrison ADD

scrupulously review all payments which he certifies. However, the Comptroller General may, in his discretion, relieve such certifying officer or employee of liability for any payment otherwise proper whenever he finds (1) that the certification was based on official records and that such certifying officer or employee did not know, and by reasonably diligence and inquiry could not have ascertained, the actual facts, or (2) that the obligation was incurred in good faith, that the payment was not contrary to any statutory provision specifically prohibiting payments of the character involved, and that the United States has received value for such payment.

In order to relieve the C. O. of liability for any payment when he has doubt as to its legality, he has a statutory right to submit the case with a statement of facts and the question of law or regulation involved to the Comptroller General for a decision. (55 Stat 876; 31 USC 82d). Any certification made pursuant to a GG decision relieves the C. O. of responsibility. For uniformity and assistance by FOA/W Controller and General Counsel all such questions should be forwarded to Audit Division, Office of the Controller, FOA/W for proper disposition.

In the performance of his duties, the C. O. must furnish a bond with a surety acceptable to the Secretary of the Treasury.

STASSEN

CABLE ROOM: Send to following Missions as **USFOTO Circular A-53**

Belgrade	3	Bangkok	3	Montevideo	~~XXXXXXXX~~	
Bonn	4	Djakarta	10	Panama City	8	Cairo
Brussels	10	Manila	5	Port-Au-Prince	~~XXXXXXXXXX~~	
Copenhagen	~~Bangkok~~	3	Quito	3	Jidda	
~~Frankfurt~~	4	Saigon	5	Rio De Janeiro	3	Kabul
~~Geneva~~	6	Taipei	4	San Jose	5	Karachi
Lisbon	10	Asuncion	3	San Salvador	3	Katmandu
London	5	Bogota	5	Santiago	5	Monrovia
Madrid	4	Caracas	3	Tegucigalpa	4	New Delhi
Oslo	3	Ciudad Trujillo	3	Addis Ababa	10	Tehran
Paris MSN	3	Guatemala City	4	Amman	5	Tel Aviv
~~Warsaw~~	3	Habana	6	Ankara	5	Tripoli
Rome	85	La Paz	3	Asmara	10	USRO PARIS TOECO A-8
The Hague	5	Lima	10	Athens	3	FRANKFURT USFOTO A-51
~~Trieste~~	4	Managua	5	Baghdad	3	GENEVA USFOTO A-24
Vienna	5	Mexico City	6	Beirut	3	RANGOON USFOTO A-148
					3	TRIESTE USFOTO A-26
					3	ISTANBUL USFOTO A-49

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TOUSPO #122

TO: FOM/W

DATE: April 26, 1954

From Taylor.

USFOTO Circ 10. Status March 31. Expenditures \$83,385.65,
firm unliquidated obligations \$39,314.35, minimum requirements April
\$12,900 May \$12,400 June \$14,200. No savings and no additional
requirements indicated.

CORSON

TFTaylor
JBode:e

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

INCOMING

UNCLASSIFIED

Classification

060138Z
Date: April 5, 1954
Control: USFOTO Circ 10
Recd: April 6, 0637Z

FROM: SECSTATE

SENT ALL FOA MISSIONS USFOTO CIRC 10 RANGOON USFOTO 361 PARIS TOEC
TOECO 1587

FY 1954 Administrative Funding.

Essential finalize FY 54 Administrative funding. Review unliquidated obligations removing any overstatements and establish minimum requirements remainder year. Cable totals soonest status March 31.

1. Expenditures.
2. Firm unliquidated obligations.
3. Minimum requirements last quarter by month.

Total above subtracted from 54 allotments should reflect savings or additional requirements. Requirements other areas results urgent need determining now any surplus not required meet minimum needs through June 30. Justify in detail by following airgram if additional funds requested. For balance FY 54 if not currently so reported, cable total administrative obligations immediately after close month.

STASSEN

DIST

Ambassador
FOA-Action
Lindquist
File

Action! - Bode

UNCLASSIFIED

Classification

Code *Info* *Class* *Ref* *2*

TELEGRAM

Foreign Service of the
United States of America

INCOMING

UNCLASIFIED

Classification

Control: USFOTO CIR 14-29

Recd:

FROM: SECRETATE

Date: April 082105Z, 1954

Bangcoo USFOTO 361 Djakarta USFOTO 519

Present instructions direct Missions to record all charges transmitted by FOA/W Advice of charge. Questionable items subject separate 912 after recording. Cable immediately listing FOA/W advice numbers and amounts recorded thru March 1954.

STASSEN

lga

DIST:

Ambassador
FOA - Action
Lindquist
File

Action Bode

UNCLASSIFIED

Classification

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM : FOA/W

SUBJECT : Controller's Activity Report

REFERENCE :

(Check one before
each address)

PAGE 1 OF 2 PAGES

DATE SENT
APR 6, 1954

DATE REC'D.

DISTRIBUTION

4
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POUCHES
LAST PAGE.)

FOA-145p

OTHER AGENCY

ACTION INFO. ADDRESS AND SERIAL NUMBER

X	All European Missions	USFOTO CIRCULAR E - A- 65
X	All Far East Missions	USFOTO CIRCULAR F - A- 95
X	All Near East, South Asia and Africa Missions	USFOTO CIRCULAR N - A-42
X	Cincunc Tokyo	FOATO A - 87
	Rpt Cincunc Seoul	FOATO A - 92
	RANGOON	USFOTO A- 142

1. The purpose of this release is to familiarize Mission Controllers who have not as yet regularly submitted an activity report and to clarify for other controllers specific points in its preparation and submission which will serve to expedite its handling in Washington.

2. An Activity Report is to be prepared by all Mission Controllers and forwarded to FOA/W in airgram form on the fifteenth and last day of each month. The report is to be titled:

"Controller's Activity Report No. _____"
For the Period Ending _____"

and is to be rendered in narrative form in such a manner as to summarize for the Controller, FOA/W, all of the major problems handled by the Mission Controller during the reporting period. These reports should begin with No. 1 at the commencement of each fiscal year and proceed in consecutive number order to the end of the fiscal year.

3. The reports should be as brief as possible, and are not to be regarded as documents requiring action on the part of FOA/W. They may, however, be used by the Controller to refer to other communications which do require action on the part of FOA/W and on which the failure of FOA/W to act is causing difficulty.

4. These reports provide an opportunity for Controllers to keep us currently informed on major activities in order that we may have a background from which to coordinate their activities with those of other interested divisions in Washington and, as necessary, with other Missions.

Action: Bndy

AUTHORIZING OFFICER

DRAFTED BY

OFFICE

PHONE NO. DATE

F.L. Preu, Director

FRLanou: msk

AUD

2853

4/2/54
3/5/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

FOA AND OTHER CLEARANCES

UNCLASSIFIED

JEMurphy, M/Cont

URGENT - RUSH

(Do not type below this line)

STASSEN

CODE ROOM:

Please send to:

USFOTO CIRCULAR E - 65

USFOTO CIRCULAR F - 95

USFOTO CIRC N -42

4 BELGRADE
10 BONN
6 BRUSSELS
4 COPENHAGEN
5 LISBON
12 LONDON
7 MADRID
3 OSLO
15 PARIS Msn
10 ROME
6 THE HAGUE
9 VIENNA

3 BANGKOK
4 DJAKARTA
10 MANILA
~~XXXXXXXX~~
4 SAIGON
6 TAIPEI

3 ADDIS ABABA
4 AMMAN
6 ANKARA
3 ASMARA
10 ATHENS
5 BAGHDAD
6 BEIRUT
8 CAIRO
3 JIDDA
3 KABUL
5 KARACHI
3 KATHMANDU
5 MONROVIA
4 NEW DELHI
10 TEHRAN
5 TEL AVIV
5 TRIPOLI

4 RANGOON USFOTO A- 142
10 TOKYO FOATO A-~~MR~~ 87

(Boole)

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CONFIDENTIAL

CHARGE:

Classification

Control: TOSPO 367

DATE: March 24, 1954

TO: FGA/W

TOSPO 356. Total allowances technicians include 1) post differential 25 per cent, 2) cost of living \$1,890, 3) local travel \$1,500, 4) distributive share of rent and utilities \$3,110, 5) distributive share automotive and other supplies \$1,000.

CORSON

HJCorson
JBode
WEMazleten/pa

CONFIDENTIAL

Classification

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION
UNCLASSIFIED

Info: Corson (2)
APC

FROM - WASHINGTON

SUBJECT - DS Form 35

REFERENCE - TOUSFO 347

(Check one before
each address)

PAGE	1	OF	1
DATE SENT			
3-20-54			
DATE REC'D.			

DISTRIBUTION

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
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3
ADSER*PR
SIND
ARAB
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ACC

☒ JIDDA, USFOTO A 104

State Department has been instructed to forward 300 copies of
DS Form 35 - Advice of Miscellaneous Obligation.

STASSEN

35p

OTHER AGENCY

STATE

Action Boole

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
Robert E. Peck	J. ~~EXX~~ L. Beckwith	ADSER	2934	3/18/54
FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION UNCLASSIFIED		FOA AND OTHER CLEARANCES	

AIRGRAM

Foreign Operations Administration

Info: Carson (2)
HC

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - FOA/W

SUBJECT - Revised Instructions for Preparation of Fiscal Reports

PAGE	PAGES
1	OF 1
DATE SENT	
3-20-54	
DATE REC'D.	

REFERENCE
(Check one before each address)

- DISTRIBUTION
- 9
 - ACC
 - AE
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 - AFR
 - ARAB
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 - EXSEC
 - INDIA
 - IRAN
 - ISR
 - MCONT
 - MRSR4
 - NEAP
 - OFE9
 - NEF
 - ADDIS ABABA3
 - AMMAN4
 - ASMARA3
 - BAGHDAD5
 - BEIRUT6
 - CAIRO8
 - JIDDA3
 - XXXXXXXX
 - KABUL3
 - KARACHI5
 - KATMANDU3
 - MONTOVIA5
 - NEW DELHI4
 - TEHRAN10
 - TEL AVIV5
 - TRIPOLI5
 - RANGOON4
 - DJAKARTA4
 - 160p

ACTION	INFO.	ADDRESS AND SERIAL NUMBER	
X		ADDIS ABABA	USFOTO A 97
X		AMMAN	USFOTO A 193
X		ASMARA	USFOTO A 19
X		BAGHDAD	USFOTO A 172
X		BEIRUT	USFOTO A 215
X		CAIRO	USFOTO A 188
X		JIDDA	USFOTO A 106
X		KABUL	USFOTO A 119
X		KARACHI	USFOTO A 291
X		KATMANDU	USFOTO A 63
X		MONROVIA	USFOTO A 207
X		NEW DELHI	USFOTO A 388
X		TEHRAN	USFOTO A 465
X		TEL AVIV	USFOTO A 218
X		TRIPOLI	USFOTO A 134
X		RANGOON	USFOTOA 128
X		DJAKARTA	USFOTO A 219

There are attached three sets of the revised instructions for the preparation of fiscal reports by former TCA countries. Reports for the month of March will be prepared in accordance with this procedure and are due in Washington by April 10.

STASSEN

Attachment

ATTACHMENTS FOR EACH POST

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
Director Edward F. Tennant: Accounts Div.	EFTennant, AChase, ANemecek:mnc	M/CONT/ACC	2671	3/19/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
	UNCLASSIFIED	

MRMcCormick, O/NEA	(in substance)
SBaranson, O/FE	" "
FCharrette, M/SR	" "
CHowell, M/BUD	" "

TELEGRAM

Foreign Service of the
United States of America

INCOMING

CONFIDENTIAL

Classification

1921042
Date: March 19, 1954

Control: USFOTO 304

Recd: March 20, 12342

FROM: SECSTATE

SENT CAIRO USFOTO 410 ADDIS ABABA USFOTO 179 BAGHDAD USFOTO 405 BEIRUT/374
MONROVIA USFOTO 268 JIDDA USFOTO 304 AMMAN USFOTO 459

Reference Cairo USFOTO 280 and 352; Addis Ababa USFOTO 133 and 160;
Baghdad USFOTO 272 and 330; BEIRUT USFOTO 233 and 313; Monrovia USFOTO 184
and 232; Jidda USFOTO 189 and 247; Amman USFOTO 304 and 380.

1. Communications from field indicate misunderstanding regarding intent and operation paragraph 3 ref tel Cairo USFOTO 280 etc. Intent paragraph 3-A is to permit appropriate technical services offices FOA/W make quick review those Fiscal Year 1954 programs and projects not previously reviewed by technical services and not yet covered by program or project agreements. Notification to FOA/W of expected signing schedule still required as far in advance of actual signing date as possible, but this requirement not intended delay execution agreements authorized paragraph 2 reference telegram.

2. Intent paragraph 3-B reporting request is to obtain minimum commodity data for project review purposes only. These commodity data not necessary where already included in at least 3 digit commodity code detail in previous submissions proposed Fiscal Year 1954 programs or projects and not subsequently changed, nor where program or project agreements already executed; but still required otherwise.

3. For procurement purposes, to extent procurement under Fiscal Year 1954 or other program or project agreements is to be serviced by FOA/W, no prior FOA/W approval required. Such procurement requests should be submitted to FOA/W on appropriate TCA forms as provided TCA 500 procurement procedure.

To extent procurement to be serviced by USOM or other authorized agency without reference to FOA/W, such procurement may be authorized on appropriate TCA forms pursuant to TCA 500 procurement procedure subject to small business provisions section 1410.41 TCA Manual without prior approval FOA/W. Exception in agricultural commodity procurement, which must be handled pursuant second reference telegram, Cairo USFOTO 352 etc.

DIST

Ambassador
FOA-Action
Lindquist
File

STASSEN

Info: Corson
Boyle

CONFIDENTIAL

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

~~CONFIDENTIAL~~

CHARGE:

Classification

Control: T0USFO 356

DATE: March 16, 1954

TO: FGA/W

FROM: TAYLOR

USFOTO 295. Revised TA Budget airpouched March 9.

Agriculture: Livestock Improvement, U.S. 71.1, SAG 107.8; Drainage and Water Management, U.S. 146.4, SAG 120.0; Crop Improvement, U.S. 34.3, SAG 19.5; Range Management, U.S. 62.6, SAG 63.0; Technicians 13 cost 279.6; Trainees 8 cost 32.0, SAG 32.0; Total U.S. cost 626.0, Total cost 968.3.

Natural Resources: SEA Water Development Project. Technicians 6 cost 113.9; Trainees 3 U.S. cost 12.0, SAG 12; Total U.S. cost 125.9, Total cost 137.9.

Education: Commercial School, U.S. 18.0, SAG 26.0; School Planning, U.S. 75.6, SAG 3,532.0; Teacher Trng School, U.S. 91.9, SAG 11.2. Technicians 14 cost 353.7, Trainees 8 U.S. 32., SAG 32; Total U.S. costs, 571.3, Total Costs, 4,172.4.

Health and Sanitation: Public Health Laboratory, U.S. 18.0, SAG 81.0; Maternal & Child Health, U.S. 5.0, SAG 27.0; Insect Control Program, U.S. 130.0, SAG 150.0; Technicians 10 cost 195.5, Trainees 8, U.S. cost 24.0, SAG 24.0; Total U.S. costs 372.5, Total Costs, 654.5.

Transportation & Communications: Demonstration City Pavement Const. U.S. 75.0, SAG 500.0; Communications Survey, U.S. 18.0, SAG 27.0; Damnam Trng School, U.S. 89.9, SAG 781.0, Technicians 9 costs 185.1; Trainees 3 U.S. 12.0, SAG 12.0; Total U.S. costs 380.0, Total Costs, 1,700.0.

Public Administration: U.S. 6.0, SAG 17.2; Technicians 6 cost 136.3; Trainees 6 U.S. 24.0, SAG 24.0; Total U.S. costs 166.3; Total costs 207.5.

SEA info supplied return Corson Hasleten March 20.

CORSON

Taylor/ps
JHode

~~CONFIDENTIAL~~

Classification

TELEGRAM Foreign Service of the
United States of America
OUTGOING

CHARGE:

UNCLASSIFIED
Classification

Control: TOSPO # 351

TO: TCA/W

DATE: March 14, 1954

From Taylor

TOSPO 334. Cable reply.

CONSON

Taylor
Jhede/ern

UNCLASSIFIED
Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

UNCLASSIFIED

CHARGE:

Classification

Control: TUSPO / 348

TO: TOL/H

DATE: March 14, 1954

From Taylor.

USPOTO 294. Obligation increased \$163.

CONSON

TP Taylor
JHode/ern

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TONSFO 347

DATE: March 11, 1954

TO: FOA/W

FROM: TAYLOR

Rush by air 300 forms DS-35 Advice of Miscellaneous Obligation
and Charge Appropriation 72-1141000 Allotment A401470 Obligation
Number 4.

CORSON

IFTaylor
JBode, ps

Classification

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM - Jidda, Saudi Arabia

SUBJECT - Research Contracts

REFERENCE - USFOTO CIRCULAR A-36 dated February 25,
(Check one before 1954
each address)

PAGE 1	OF 2
DATE SENT 3/11/54	
DATE REC'D.	

DISTRIBUTION

ACTION INFO.

ADDRESS AND SERIAL NUMBER

x Office of the Controller, Audit Division, FOA/W
TOUSFO A-99

As requested in the above referenced Circular, the following data has been abstracted from the two contracts negotiated by this Mission since its inception, dealing with research.

(a) Railroad Survey from Riyadh to Jidda

1. International Engineering Company, Inc.
74 New Montgomery Street
San Francisco, California.
2. December 4, 1952.
3. December 4, 1953.
4. A full report of the survey has been prepared and submitted by the contractor.
5. Not to exceed \$ 330,000.
6. Railroad survey from Riyadh to Jidda to be performed with the degree of accuracy necessary for letting of construction contracts and the securing of financing for the subsequent railroad construction, including preparation of maps and profiles.

(b) Aerial Survey of specified 20,000 square miles of Saudi Arabia

1. Aero Service Corporation
236 East Courtland Street
Philadelphia, Pennsylvania

OTHER AGENCY

AUTHORIZING OFFICER

Harland J. Corson, Director

DRAFTED BY

JBode/pa

OFFICE

Controller

PHONE NO. DATE

3/10/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

2. May 14, 1953
3. December 31, 1953
4. It is believed that a full report of the survey has been prepared and submitted by contractor to FGA/W.
5. \$ 114,429.
6. Aerial survey to be performed by means of aerial photography of specified areas of Saudi Arabia, containing approximately 20,000 square miles, including construction of mosaics of the areas.

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM . Washington

SUBJECT . FY 1955 Administrative Budget Call

PAGE 1 OF 1
DATE SENT Mar 8, 1954
DATE REC'D.

REFERENCE .
(Check one before
each address)

ACTION INFO. ADDRESS AND SERIAL NUMBER

ALL FOA MISSIONS
USFOTO CIRCULAR A-39

It is requested that the attached instructions for preparation of the subject estimate be given priority handling and that every effort be made to meet the established deadline.

STASSEN

CABLE ROOM - Please Send to the following missions -

ACTION	ACTION	ACTION	INFO ONLY - No Attachments
3 Addis Ababa	5 Lima	6 Taipei	3 Asmara
4 Amman	25 Lisbon	3 Tegucigalpa	~~Beth~~
6 Ankara	12 London	10 Tehran	34 Caracas
3 Ascuncion	7 Madrid	5 Tel Aviv	~~Yanktort~~
10 Athens	4 Managua	6 The Hague	~~Geneva~~
5 Baghdad	10 Manila	5 Tripoli	3 Guatemala City
3 Bagkok	5 Mexico City	9 Vienna	~~Nairobi~~
6 Beirut	5 Monrovia		~~Stockholm~~
4 Belgrade	3 Montevideo		~~Tokyo~~
5 Bogota	4 New Delhi		~~Trieste~~
10 Bonn	3 Oslo		~~Katmandu~~
6 Brussels	10 Panama City		3 KATMANDU
3 Cairo	15 Paris Mission		
3 Ciudad Trujillo	5 Port Au Prince		
4 Copenhagen	3 Quito		
4 Djakarta	4 Rangoon		
3 Habana	5 Rio De Janeiro		
3 Jidda	10 Rome		
3 Kabul	4 Saigon		
5 Karachi	4 San Jose		
~~Katmandu~~	3 San Salvador		
3 La Paz	5 Santiago		

(One set of attachments for each action addressee)

AUTHORIZING OFFICER

J. Carney Howell

DRAFTED BY

JNepple:ead

OFFICE

BUD

PHONE NO. DATE

2351

3/6/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION
UNCLASSIFIED

FOA AND OTHER CLEARANCES

Action: Book

CONFIDENTIAL

TOUSFO #338

TO: FOA/W

March 5, 1954

JOINT EMBASSY-USAOM MESSAGE.

USFOTO 269. FY-55 Programming.

1. Corson discussed USFOTO 269 and Embassy-USAOM views this subject with Paul in Beirut.

2. We concur separation TA and special economic aid funds for purposes Congressional presentation. However, feel advisable increase TA to \$2.64 million and reduce SEA funds to \$2.41 million in line with policy increase former and reduce latter. USAOM airmailing appropriately revised FY-55 TA budget totaling \$2.64 million and submit follow description proposed FY-55 SEA projects totaling \$2.41 million.

Agriculture - \$175,000 establishment agricultural training school.

Health and Sanitation - \$670,000 establishment twenty rural two city health centers, also public health training school, excluding construction but including US personnel and equipment.

Education - \$660,000 establishment four commercial schools, two industrial training schools.

Natural Resources - \$178,500 special mineral geological survey.

Transportation-
Communications - \$725,000 Engineering surveys of principal roads in addition those covered FY-54 SEA.

CONFIDENTIAL

TO: FOA/W (page 2) CONFIDENTIAL

TOUSFO #338 - page 2

March 5, 1954

3. (A) Delay in conclusion bilateral agreement not attributable to SAG as has been pointed out in recent USAOM-FOA/W communications and in discussion with Paul. MinFin informed Corson he will present draft SEA agreement at meeting Council Ministers scheduled start March 7. (See USAOM letter March 5.)

(B) SAG definitely interested establishing high ranking development board to study, prepare and implement long range projects. USAOM/Jidda would work closely with it.

4. See 3 (B) above.

5. (A) Time for initiating discussions with SAG covering relations with development board might be latter part this year after new King more firmly established, new Ministers get their Ministries organized and their budgets become operative.

(B) This is already recognized by SAG as matter of principle as evidenced in discussions covering FY-54 SEA.

(1) SAG still waiting for USAOM to furnish investment climate specialist.

(2) Most envisaged projects provide improvement general living standards.

(C) We feel it would be unwise attempt obtain suggested commitment. We believe SAG will contribute liberally all projects involving SEA.

6. King has told Ambassador he plans two budgets, one ordinary, the other capital investment for special development, and will establish development board to administer latter under his personal supervision. We feel this is just wrong time for us to press matters.

HJCorson:o

CONFIDENTIAL

CORSON

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TUSPO #334

TO: FOA/W

DATE: March 4, 1954

Reference FOA Manual Order No. 722.5 Page 1. Does object code 016 Reimbursable Details include reimbursements to Federal Agencies for base salary and post differential payments to technicians which reimbursements are reported in FOA/W advice of charge to Mission, or must these expenditures be coded under 010 and 017 respectively.

CORSON

HJCorson
JBode/erm

UNCLASSIFIED

Classification

SECURITY CLASSIFICATION

UNCLASSIFIED

FROM Jidda

SUBJECT Budget, Fiscal and Accounting Responsibilities of FOA Mission and Embassy

REFERENCE Joint State-FOA Instruction A-138, November 25, 1953

(Check one before each address)

PAGE	PAGES
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DATE SENT	
March 2, 1954	
DATE REC'D.	

DISTRIBUTION

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
	X	WASHINGTON TOUSPO A-38

1. This Mission has been requested through USFCO 248 of February 11, 1954 to submit its comments regarding referenced Instruction.
2. Beginning with transactions financed from FY 1954 appropriations, the Controller's Office of this Mission has performed virtually all budget, fiscal and accounting functions listed under "Services to be Performed by Controller's Office" in Section 3 of the Instruction. The chief exceptions have been the services specified under sub-sections b(1) and d(1) for the following reasons:
 - b(1). There is no staff member at this FOA Mission authorized to certify vouchers.
 - d(1). There has been no occasion at this Post for this type of service.
3. We are wholeheartedly in agreement with the Instruction and would have been even more so had it included as part of the Controller's responsibilities all services mentioned in sub-section b(1) under "Services to be Performed by Embassy". Such inclusion will centralize the preparation, auditing and certification of a 1 1 vouchers in one office, will clearly fix responsibility for this important service and will expedite matters quite considerably. A collateral effect will be a decrease in the reimbursable support amount due to the fact that the function of the Embassy in its relation to the Mission will have been reduced to mere payrolling and disbursing.
4. In compliance with your request that specific mention be made of any physical inconvenience which may result from the implementation of the Instruction, we may state that we can perceive of no other difficulty in this respect than an accentuation of the condition of a constantly overworked controller's staff, which is likely to reach proportions where it will be physically impossible for the present personnel

OTHER AGENCY

AUTHORIZING OFFICER

Thelbert F. Taylor, Acting

DRAFTED BY

John Rode

OFFICE

Controller

PHONE NO. DATE

3/2/54

FOA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

FOA AND OTHER CLEARANCES

comprised of the controller and two local employees to perform the services expected and maintain control over budget and finances.

5. Your attention is invited to the following two sub-sections which may require some clarification before issuing subject Instruction in final form:

- b(1). The expression "administrative only" appears in several places. Ordinarily, expenses described as administrative are understood to refer to expenditures from administrative funds. We believe that no such limitation is intended here and that the term "administrative only" covers expenditures from administrative funds as well as from program funds provided the latter are of an administrative nature.
- d(1). A precise and more detailed description of the responsibilities of the Controller's Office in this connection and the services expected of it will be most helpful, especially in view of the restriction imposed in the last sentence on page 1 of the Instruction to the effect that the funds in question are not under the sole control of the U.S. Government and therefore shall not be handled by the administrative organizations of either the Embassy or the FGA Mission.

TAYLOR, Acting

CONFIDENTIAL

TOUSFO 311

TO: FOA/W

March 2, 1954

USFOTO 241. Transportation purchased by Sadek Hussein in Egyptian Pounds. Dollar equivalent currently fluctuating between 1330 and 1300. Training Activity Authorization 126-54 limits Mission to total payment \$1,350 covering transportation and \$100 advance maintenance not yet paid by Mission. Require \$100 increase in TAA to \$1,450 before both transportation and \$100 maintenance may be paid.

CORSON

HJCorson
JBode/djh

CONFIDENTIAL

Base

Obligations and Disbursements as at February 28, 1954

	Obligations \$	Disbursements \$
<u>FY 1952 (7/1/51 - 6/30/52) - Total Funds \$227,655</u>	<u>227,655.00</u>	<u>211,877.00</u>
<u>FY 1953 (7/1/52 - 6/30/53 - Total Funds \$1,741,105</u>		
Railroad Survey Project (\$330,034.09)	330,034.09	179,446.47
Aerial Survey Project (\$115,000.00)	115,000.00	85,960.35
Rural Community Development Project (\$500,000.00)	246,678.77	98,690.50
Quarantine Station Project (\$ 50,000.00)	50,000.00	-
Training Grants	56,815.00	18,020.14
All other costs (including technicians' salaries, accommodations, etc.)	689,255.91	671,129.23
	<u>1,487,783.77</u>	<u>1,053,246.69</u>
<u>FY 1954 (7/1/53 - 6/30/54) - Total Funds \$1,624,000</u>		
<u>Program Funds \$1,462,000</u>		
Agriculture		
Trainees	14,580.00	723.00
Technicians	83,145.65	22,787.79
Health and Sanitation		
Quarantine Station Project (\$50,000.00)	25,000.00	-
Maternal and Child Health Center Project (\$7,500.00)	2,290.48	-
Technicians	53,245.30	17,474.55
Education		
Advances for Commercial School	5,000.00	2,016.70
Trainees	4,900.00	100.00
Technicians	17,473.17	4,829.68
Natural Resources		
Technicians	67,793.00	19,201.51
Transportation and Communications		
Trainees	500.00	-
Technicians	10,750.62	5,899.00
Public Administration		
Trainees	10,930.00	300.00
Technicians	36,484.82	11,532.83
General Program		
Technicians (Will be distributed to divisions on pro rata basis)	163,729.44	65,442.08
<u>Administrative Funds \$162,000</u>	<u>109,700.00</u>	<u>74,113.77</u>
	<u>605,522.48</u>	<u>224,420.91</u>
<u>GRAND TOTAL (Total Funds \$3,592,760)</u>	<u>2,320,961.25</u>	<u>1,489,544.60</u>

TELEGRAM

Foreign Service of the
United States of America

INCOMING

UNCLASSIFIED

Classification

FROM: SEGETATH

Control: USFOTO CIRC 8
Recd: Feb 26 1211Z

Date: Feb 25/260611Z

Section 103PL-21883. Congress.

1. Subject Legislation quoted as follows:

"Sec 103. Payments made from funds appropriated herein for engineering fees and services to any individual engineering firm on any one project in excess of \$25,000 shall be reported to the Committees on Appropriations of the Senate and House of Representatives at least twice annually".

2. "Funds appropriated" includes administrative local currency. Also contracts paid from joint funds to which appropriated amounts have been contributed should be included and identified.

3. Following outlines minimum data necessary and applies all obligations subsequent 6/30/53.

A. Contracting parties names and addresses.

B. Date of Contract.

C. Dollar equivalent of contract value.

D. Brief description of services.

E. Payments made 7/1/53-12/31/53 aggregation \$25,000 or more to one contractor.

4. Imperative cable required date FOM/S by March 8, 1954, Attention W/AD, voucher examination branch.

RAND

lss

DIST:

Ambassador

FMA - Action

Lindquist

File

Action: Boole

UNCLASSIFIED

Classification

TELEGRAM

(Bode) (2)
Foreign Service of the
United States of America

OUTGOING

CHARGE:

~~CONFIDENTIAL~~

Classification

Control: TOUSFO # 326

TO: FOA/W

DATE: Feb. 24, 1954

USFOFO 235. Authorization to transfer \$27,000 from Program Costs under Education to Program Costs under Transportation and Communications brings total authorized funds to only \$41,000 as against \$75,000 required for project. Request additional authorization to transfer \$13,000 from US Technicians under Transportation and Communications and \$21,000 from US Technicians under Education to Program Costs under Transportation and Communications.

CORSON

HJC
TFL
JBode
Hic

~~CONFIDENTIAL~~

Classification

(Bode) 2

USA OPERATIONS MISSION TO SAUDI ARABIA
American Embassy - Jidda

February 23, 1954

OFFICIAL - INFORMAL
UNCLASSIFIED

Dear Paul:

Enclosed is one copy each of Table I and Table II on projections of estimates of sub-obligations and expenditures. Four additional copies of each are being transmitted today via airpouch. This material is requested in USFOTO A-63 dated February 6, 1954.

Sincerely yours,

Harland J. Corson
Director
USA Operations Mission to Saudi Arabia

Encl. - 2
Tables I and II,
as above

Mr. Paul Taggart,
Chief, Iraq, Saudi Arabia, Lebanon, Syria Division,
Near East, South Asia and Africa Operations,
Foreign Operations Administration,
Washington 25, D. C.

WBHazleton:o

TELEGRAM Foreign Service of the
United States of America
OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: ~~700370~~ #314

TO TDA/s

DATE: February 16, 1954

USPOTC 256. Mary Parrish travel estimate \$2,500, obligation number 7, appropriation 72-112/41019, allotment C 401470.

CORSON

ECorson
WTaylor/arn

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America
(Code)

INCOMING

~~CONFIDENTIAL~~
Classification

Control: USFOTO 251
Recd: Feb 121002Z/1954

FROM: SECSTATE

Date: February 11/120034Z/1954

Reference: TOUSFO 281

M/CONT in process of development of overall agency intercal*
audit program for all USOMs. Program when completed will provide
regular plan of audit for Jidda transactions and on first visit
field auditor will make necessary detailed examination of trans-
actions referred USFOTO 212.

*As recd
lms

STASSEN

DIST:

Ambassador
FOA - Action ✓
McCullars
File

Info Code (per [scribble])

~~CONFIDENTIAL~~
Classification

TELEGRAM

Info Carson / AC / Brd
Foreign Service of the
United States of America

INCOMING

UNCLASSIFIED

Classification

Control: USFOTO 248

Recd: Feb 110929Z

FROM: SECRETARY

Date: February 10/110040Z/1954

Sent Amman USFOTO 304 Baghdad USFOTO 333 Jidda USFOTO 248 Katmandu
USFOTO 70 From Department.

Joint State FIA Instruction A-138 Amman USFOTO A-21, Baghdad
USFOTO A-30 Jidda USFOTO A-42* Katmandu USFOTO A-29. Request
comments nearest subject instruction.

STASSEN

Confirmation reads Jidda USFOTO A-30

128

DIST:

Agbascador
FIA - Action
McCullars
File

Action Brd.

UNCLASSIFIED

Classification

TELEGRAM

He Info - [unclear] (2)
Foreign Service of the
United States of America

INCOMING

CONFIDENTIAL

Classification

090033Z

Date: February 8, 1958

Control: USFOTO 241

Recd: February 10/0728Z

FROM: WASHINGTON

Subject: Sadek Hussein.

FOA/W informed Sadek Hussein, recipient four month leader grant for water spreading group received transportation Jidda Washington Airplane on basis later payment. Since Hussein on Type A grant, mission authorized pay this cost basis TAA 470-4.

STASSEN

ga

DIST

Ambassador
FOA-action
McCullars
File

Action: Bode

CONFIDENTIAL

Classification

TELEGRAM

(Boyle) (2)
Foreign Service of the
United States of America

OUTGOING

CONFIDENTIAL

CHARGE:

Classification

Control: 30USFO 297

TO: FCA/W

DATE: February 8, 1954

USFO 238. In accordance your instructions have
established obligation number 28, \$1292. Allotment C-401470.

CORSON

HJCorson
JBoyle
TFTaylor/erm

CONFIDENTIAL

Classification

(Bode)

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

UNCLASSIFIED

CHARGE:

Classification

Control:

TO: AmConsulate, Tehran

DATE: February 7, 1954

From Corson

RE USOM 13, authorization hereby adjusted to read one hundred
dollars per month.

WADSWORTH

Gladsworth
H. Corson
J. Bode/en

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

UNCLASSIFIED

CHARGE:

Classification

Control: TOUNFO 291

TO: POA/W

DATE: February 3, 1954

UNFO 228. Apparently only funds authorized to be obligated by approved program agreements pursuant to program authorization dated October 29, 1953 may be used for establishing obligation referenced matter. Therefore identity of project concerned is requested. As of today only projects actually signed are Quarantine Station and Maternal and Child Health Center.

CORSON

HJCorson
JHode:0
THTaylor

UNCLASSIFIED

Classification

(Bode) 2

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
USA OPERATIONS MISSION TO SAUDI ARABIA
Jidda

MEMORANDUM

January 31, 1954

TO : Mr. C. J. McCullars
Acting Administrative Officer
American Embassy, Jidda

FROM: Thelbert F. Taylor
Executive Officer

RE : Request for Information on Asir Trip Purchases.

The General Accounting Office in a request for information dated September 25, 1953, Code 0890699 asked for evidence of expenditures and a copy of, or citation to, authority for employee to incur certain expenses.

The former Acting Executive Officer Mr. Stacy no doubt gave Mr. Moon permission to purchase 4 large gas drums, 220 gallons of gasoline, 1 small drum and 5 gallons of oil in connection with a trip of about 40 days duration that Mr. Moon made to the Asir region in S. W. Arabia. At this time this is the only explanation that this office can offer for these expenditures as both Mr. Moon and Mr. Stacy are no longer at this post.

TFTaylor; pa

(Bode) ✓

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

USA OPERATIONS MISSION TO SAUDI ARABIA
Jidda

MEMORANDUM

January 30, 1954

TO : Robert D. Dolley, Chief
Education Division

FROM: Harland J. Corson
Director

RE : Analysis of FY/54 Budget and Obligations -
Education Division.

I am attaching a statement prepared by our Controller giving you a breakdown of the FY-54 budget insofar as the Education Division is concerned. In case you have any questions or comments regarding this statement, please let me know.

This statement is in response to your memorandum of January 9.

Attachment

HJCorson/pa

(Boyle) 2

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

USA OPERATIONS MISSION TO SAUDI ARABIA
Jidda

MEMORANDUM

January 30, 1954

TO : Robert D. Dolley, Chief
Education Division

FROM: Harland J. Corson
Director

RE : Charges Against Commercial School Project
as of January 25, 1954.

In reply to your request of January 25, I am
attaching a statement prepared by our Controller giving
the above charges.

Attachment

HJCorson/pa

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

Info: Taylor *Bude* (2)

SECURITY CLASSIFICATION
UNCLASSIFIED

PAGE	1	OF	1	PAGES
DATE SENT				
Jan 27, 1954				
DATE REC'D.				

FROM - WASHINGTON
SUBJECT - FINANCIAL REPORTS
REFERENCE - DEPCIRTEL 856

(Check one before each address)

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DDM
MCONT
MRSR
JIDDA-3

ACTION | INFO. | ADDRESS AND SERIAL NUMBER

X

JIDDA USFOTO A-56

December 31 financial report required by Deptcirtel 856 not received. Reply soonest.

STASSEN

Embassy action

FOA20P

OTHER AGENCY

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
Director Edward F. Tennant, Accounts Div.	RBelanger:rc	Program Reports	2784	1/25/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
	UNCLASSIFIED	

WMarshall

Action: Bude.

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

Info: Dolley (2)
AB
(Bode)

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - WASHINGTON

SUBJECT - FINANCE: Charges to Appropriation 19FT560

REFERENCE - Your OM November 28, 1953 to Office of Finance, Department of State
(Check one before each address)

PAGE	PAGE
1	1
OF	
DATE SENT	
Jan 27, 1953	
DATE REC'D.	

- 9 DISTRIBUTION
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 - PERS
 - JIDDA-3

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
X		JIDDA USFOTO A-54

1. The Office of Finance has referred to this office for reply your OM of November 28, 1953, regarding payments to be made against Travel Authorization 3-6866 of June 8, 1953, issued to Robert D. Dolley, a TCA Jidda employee, who attended the NEADS Regional Education Conference held in Rome.
2. When this travel authorization was issued, it was presumed that transportation expenses to be incurred by Mr. Dolley in Jidda would be through Pan American World Airways. Therefore, if the amounts you mention are due Pan American they should forward their invoice to ~~the office~~ their office in Hong Kong for payment by the Consulate General in Hong Kong.
3. If the amounts are due a firm other than Pan American, please furnish us with the details so we can advise you of the manner in which payment should be made.

STASSEN

OTHER AGENCY

STATE

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
Edward F. Tennant	A. Novak:ms	M:CONT:ACC. 1	2471	1/21/53

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
	UNCLASSIFIED	

Action: Bode

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

Action: *Bode* ①

SECURITY CLASSIFICATION
UNCLASSIFIED

PAGE	1	OF	1	PAGES
DATE SENT				
Jan 27, 1954				
DATE REC'D.				

FROM - WASHINGTON

SUBJECT - FINANCIAL REPORTS

REFERENCE - DEPCIRTEL 856
(Check one before each address)

DISTRIBUTION
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MCONT
MRSR
JIDDA-3

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
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X

JIDDA USFOTO A-56

December 31 financial report required by Deptcirtel 856 not received. Reply soonest.

STASSEN

** Reports for Dec + Jan sent 1/10/54*
Stassen

FOA20P

OTHER AGENCY

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
Director Edward F. Tennant, Accounts Div.	RBelanger:re	Program Reports	2784	1/25/54

FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION	FOA AND OTHER CLEARANCES
	UNCLASSIFIED	

WMarshall

Info Taylor

MSA-344

1.52

ADVICE NO.

1

DATE

January 27, 1954

ADVICE OF PERSONNEL CEILING

TO- Director, United States Operations Mission
c/o American Embassy
Jidda, Saudi Arabia

PERIOD COVERED

Until further notice

ORGANIZATION UNIT

Jidda

You are advised that the following personnel ceilings and consultant man-days limitation have been established for your organizational unit. These ceilings and consultant man-days limitation are controlling and may not be exceeded during the period indicated. In addition, any specific limitation within these totals which is indicated in the remarks column below is to be observed.

PURPOSE	REGULAR POSITIONS	TEMPORARY POSITIONS	TOTAL PERSONNEL CEILING	CONSULTANT MAN-DAYS
Administrative personnel ceiling				
U.B. Nationals	9	-	9	-
Locals	12	-	12	-

REMARKS:

This Advice will confirm cabled notifications of administrative personnel ceilings for U.S. Nationals, and establishes a ceiling on administrative locals. The locals ceiling derives from a consideration of actual reported administrative local employment as against funds requests.

All regular personnel, and reimbursable details assigned to the subject office, are chargeable to the above stated ceiling.

By the authority of the Deputy Director:

J. Carney Howell

SIGNATURE

Director, Budget Division

TITLE



THE FOREIGN SERVICE
OF THE
UNITED STATES OF AMERICA

(Boyle)

fel

To: Mr. H. J. Corson
Country Director, F.O.A.
Jidda, Saudi Arabia

ADDRESS OFFICIAL COMMUNICATIONS TO
American Embassy
Jidda, Saudi Arabia
January 24, 1954

From: Orris C. Page, Attache
F.B.O. - Jidda

Subj: F.B.O. Accounts, Jidda

Ref: Our Memo., dated Jan. 16, 1954

1/. Because of the necessity of currently closing out the accounts; the F.B.O. books for Jidda operations have been balanced and closed.

2/. In regard to the request; subject of our memorandum, dated January 16, 1954, we have lost all hope to reconcile the account at this late date. The balance due has been closed out as a bad debt and we suggest that no further action be taken toward collection.

--- *Orris C. Page*



THE FOREIGN SERVICE
OF THE
UNITED STATES OF AMERICA

To: Mr. H. J. Corson
Country Director, F.O.A.
Jidda, Saudi Arabia

ADDRESS OFFICIAL COMMUNICATIONS TO

January 16, 1954

From: Orris C. Page, F.B.O.
Jidda, Saudi Arabia

Subj: F.B.O. Accounts, Jidda

1/. We are closing out the accounts for all FBO operations in Jidda. We would greatly appreciate receiving settlement of the long outstanding obligation for items furnished in the 2nd. floor apartment of Beit Faki, occupied by Mr. and Mrs. Gadarzie, in the amount of Saudi Riyals 854/02 1/2.

Mr. Sinclair is familiar with the history of the account.

- - -

Orris C. Page

*What are the above items?
Description of each of them
for identification
purposes.*

*Please look into this
matter and let me
know what it's
all about.*

AK

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

file

CHARGE:

UNCLASSIFIED

Classification

Control:

TOUSFO 263

TO: FOA/W

DATE:

Jan. 16, 1954

From Taylor

Re USFOTO 167, have not as yet received allotment advice

A-401470 third quarter.

*#2
to Bode*

CORSON

TTaylor
JBode/djh

UNCLASSIFIED

Classification

(Boile)

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM - FOA/W

SUBJECT - FY 1952 Allotment Symbol Accounts

PAGE	PAGES
1	1
DATE SENT	
01/14/54	
DATE REC'D.	

REFERENCE -
(Check one before each address)

DISTRIBUTION
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NEAA
A ABABA-3
AMMAN-4
BAGDAD-5
BEIRUT-6
CAIRO-3
JIDDA-3
MONROVIA-3
DELHI-4
TERAN-10
T AVIV-5
TRIPOLI-5
FOA-85P
OTHER AGENCY

ACTION	INFO.	ADDRESS AND SERIAL NUMBER
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M		~~Amenbassy COBLENZ~~
X		Amenbassy ADDIS ABABA USFOTO A-46
X		Amenbassy AMMAN USFOTO A-104
X		Amenbassy BAGHDAD USFOTO A-94
X		Amenbassy BEIRUT USFOTO A-107
X		Amenbassy CAIRO USFOTO A-96
X		Amenbassy JIDDA USFOTO A-50
X		Amenbassy MONROVIA USFOTO A-111
X		Amenbassy NEW DELHI USFOTO A-230
X		Amenbassy TEHRAN USFOTO A-232
X		Amenbassy TEL AVIV USFOTO A-126
M		~~Amenbassy~~
X		Amlegation TRIPOLI USFOTO A-59

already
rec'd

An examination of FY 1952 - 2AG4xxx and 5xxx allotment symbol accounts reveals inactivity to the extent that a review of field obligations should be made to determine the excess of estimated obligations over final payments.

Please advise this office soonest of results of such review in order that allotments may be adjusted accordingly.

RAND (ACTING)

AUTHORIZING OFFICER	DRAFTED BY	OFFICE	PHONE NO.	DATE
E. F. Tennant, Director, Acc.Div.	RBelanger:ems	Program Reports	2784	1/12/54
FOA AND OTHER CLEARANCES	SECURITY CLASSIFICATION UNCLASSIFIED		FOA AND OTHER CLEARANCES	

(Bode) (2)

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
USA OPERATIONS MISSION TO SAUDI ARABIA
Jidda

January 9, 1954

Mr. Harland J. Corson, Director
USA Operations Mission to Saudi Arabia
Jidda

Dear Mr. Corson:

In reviewing the figures submitted to you by the Comptroller on December 23, and after discussing the financial situation with respect to Education for FY-54, I find that I am not able to determine the exact amounts available for Education in the current year's appropriation.

It would be of great assistance to me if I might have a statement of the Educational budget as it has been determined, showing the breakdown of amounts for individual technicians, individual projects, project or operation or program support (whichever term may be used to describe those funds that may be used directly by technicians in the promotion of an overall program operation such as general technical library material for the Educational activities), and administrative materials, equipment or services and the balances currently remaining in these categories.

It does not appear that the Damman project can be financed from the figures shown in the Comptroller's statement, even though, as you say, the cost of the Railroad Training Project has been erroneously transferred from the Educational budget to the Transportation budget.

A statement such as the one I have requested would be particularly helpful at this time as final negotiation of the Damman project should be started at once - and talks with the new Ministry of Education are imminent.

Yours very sincerely,

R. D. Dolley, Chief
Education Division

RDDolley/pa

TELEGRAM

(Boyle) (2)
Foreign Service of the
United States of America

OUTGOING

CONFIDENTIAL
UNCLASSIFIED

CHARGE:

Classification

Control: TOSPO #25h

TO: POA/W

DATE: Jan. 6, 1954

Re paragraph 3A USFOTO 189. Expected schedule signing all agreements
not later than sixty days after exchange diplomatic notes completed.

CORSON

HJC
HJC:Corson:o

CONFIDENTIAL
UNCLASSIFIED

Classification



UNITED STATES OF AMERICA
~~TECHNICAL COOPERATION ADMINISTRATION~~
U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

Boyle
John Bode
Received by 11/1/54

December 23, 1953

MEMORANDUM TO: Mr. Harland J. Corson, Director *HC*
Mr. Thelbert F. Taylor, Executive Officer
Mr. Clayton McCullars, Disbursing Officer, American Embassy

FROM: John Bode, Controller *[Signature]*

RE: General Disbursing Guide during My Absence from Post

In anticipation of my absence from the office from December 24 to January 2 or 4, matters have been so arranged that no major and few, if any, minor payments not yet authorized need be made during that period.

The obligations set up on the books both from Program and Administrative Funds appear ample to meet all exigencies. Furthermore, \$31,520 of the Program Allotment Reserve (Unobligated Balance of Allotment C 401470) is wholly unencumbered and may be used to establish new or increase existing obligations, should the necessity therefor arise. There is no Administrative Allotment Reserve (Unobligated Balance of Allotment A 401470) at this time.

Complete lists of existing obligations are attached for your information.

Encl: Lists of Existing Obligations

P R O G R A M
OBLIGATIONS SET UP FOR DECEMBER 1953

Oblig.#	P u r p o s e	Amount set up for December 1953	Unliquidated Balance of Obligations at the beginning of Dec.1953
		\$	\$
1	Quarantine Station Project.....	- 0 -	50,000.--
2	American Salaries and Allow.(at Post).....	2,300.--	5,123.18
3	American Salaries and Exp.(in Washgton).....	78,450.--	161,460.--
4	Petty Purchases.....	1,000.--	1,729.70
5	Auto Supplies.....	900.--	1,634.72
6	Local Salaries.....	- 0 -	681.35
7	Home Leave Travel.....	- 0 -	9,747.24
8	Petty Expenditures by TCA/W.....	- 0 -	200.--
9	Electricity (Residences).....	4,400.--	11,737.26
10	Local Travel.....	5,500.--	7,207.10
11	Gasoline.....	1,400.--	1,662.72
12	Maintenance of Residences.....	1,200.--	1,805.44
13	Office Supplies.....	700.--	1,087.46
14	Customs and Pier Charges.....	500.--	1,343.33
15	Teachers' Salaries at Commercial School.....	- 0 -	164.86
16	Newspaper and Magazines.....	- 0 -	50.--
17	Rents for Residences.....	11,700.--	24,246.01
18	Commercial School Project.....	- 0 -	58,000.--
19	Training Grants.....	410.--	30,510.--
20	Household Furniture and Furnishings.....	6,500.--	7,307.41
21	Freight and Cartage at Post.....	1,300.--	1,732.34
22	Purchase of Books, Maps etc.....	100.--	196.18
23	Representation Allowance.....	350.--	500.--
24	Immunization, Americans (SCA/PER).....	200.--	466.36
	<u>Total</u>	<u>116,910.--</u>	<u>378,592.66</u>

APPROP: 72-1141000

ALLOTMENT: A 401470

A D M I N I S T R A T I V E

OBLIGATIONS SET UP FOR DECEMBER 1953

Oblig.#	P u r p o s e	Amount	Unliquidated Balance
		set up for <u>December 1953</u>	of Obligations at the <u>beginning of Dec.1953</u>
		\$	\$
1	American Salaries and Allow.(at Post).....	5,400.--	6,853.25
2	American Salaries (pd.in Washington).....	- 0 -	3,600.--
3	Local Salaries.....	1,000.--	1,358.89
4	Office Supplies.....	- 0 -	175.14
5	Auto Supplies.....	330.--	423.66
6	Petty Purchases.....	200.--	400.--
7	Electricity (Residences).....	1,100.--	3,349.08
8	Local Travel.....	1,419.--	2,419.--
9	Gasoline.....	300.--	431.--
10	Maintenance of Residences.....	- 0 -	597.83
11	Rents for Residences.....	1,600.--	16,664.--
12	Travel (Direct Transfers).....	- 0 -	12,510.05
13	Home Leave Travel.....	- 0 -	1,295.85
14	Household Furniture and Furnishings.....	1,200.--	1,700.--
15	Customs and Pier Charges.....	- 0 -	341.56
16	Freight and Cartage at Post.....	600.--	849.--
17	Purchase of Books, Maps etc.....	- 0 -	50.--
18	Newspaper and Magazines.....	- 0 -	57.--
19	Representation Allowance.....	- 0 -	426.46
20	Immunization, Americans (SCA/PER).....	- 0 -	100.--
	<u>Total</u>	<u>13,149.--</u>	<u>53,601.77</u>

(Bode) ①

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

December 23, 1953

The Director General
Joint Export/Import Agency
Allied High Commission for Germany
Bad Godesberg, Germany

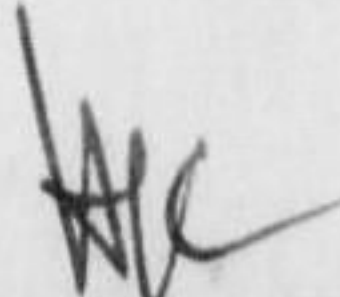
Dear Sir:

Your letter of November 24 was handed me upon my return from Turkey.

This Mission has no record of a letter written by you to Mr. Arthur N. Young under date of July 8, 1953.

Mr. Bode is not in Jidda at the moment. I shall show him your letter when he returns the first week of January, and I am certain that he will cooperate with you to the best of his ability, his extremely busy schedule permitting without adversely affecting operations here.

Sincerely yours,


Harland J. Corson
Director
U.S. Operations Mission
to Saudi Arabia

HJCorson

JBode/djh

ALLIED HIGH COMMISSION FOR GERMANY

HAUTE COMMISSION ALLIEE EN ALLEMAGNE

From THE DIRECTOR GENERAL

JOINT EXPORT / IMPORT AGENCY
(IN LIQUIDATION)

Bad Godesberg, Germany
Mehlemer Ave V-129

A I R M A I L - R E G I S T E R E D

November 24, 1953.

Dear Sir:

On July 8, 1953, a letter, copy of which is attached, was airmailed to Mr. Young in Jidda, Saudi Arabia. To date no acknowledgment has been received.

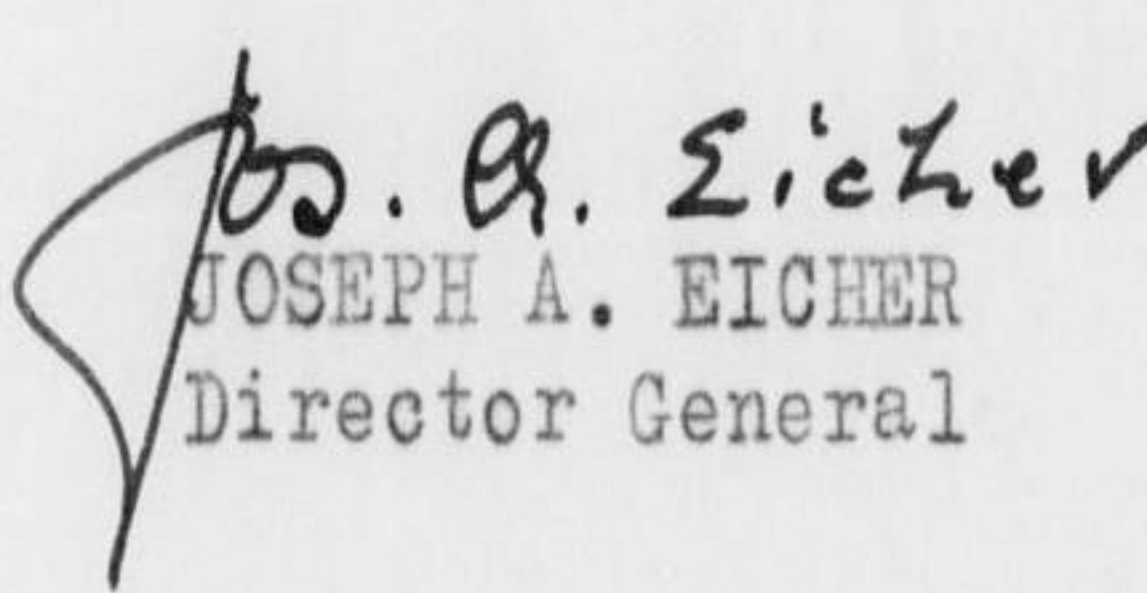
Since the court hearings in Istanbul are now reaching the crucial stage, the Agency would appreciate if Mr. Bode would comply with the request made by our attorneys.

Thanking you for your cooperation in this matter, I am

Yours very truly,

encl.: a/s

JAE/bb


JOSEPH A. EICHER
Director General

DIRECTOR

of US Operations Mission to Saudi Arabia,
U.S. Embassy,
Jidda, Saudi Arabia.

C O P Y

a witness. So far we have statements from Gus Anderson, Guy Tompkins, Karl Katz etc. For your information, Tascioglu is suing the Allied High Commission for TL 5 million."

April 17, 1953.

July 8, 1953.

"Your letter dated April 4, 1953, reached me last night. I am very sorry to hear about your sickness, and I do hope by the time this reaches you that you are again in the best of health.

Dear Mr. Young:

Although I realize that a number of the questions which Mr. Steen, my U.S. Legal Adviser, prepared were rather hard to answer without re-
This Agency is presently defending a five million Turkish Pound law-suit in Istanbul, Turkey. The litigation resulted from a rag contract between the U.S. Commercial Corporation, JEIA and Osman Tascioglu, a Turkish merchant, the latter being the plaintiff. Mr. John Bode of your staff, at that time an official with the JEIA, handled some of the transactions.

During the present court proceedings and without going into the details or the background of this lawsuit, the plaintiff has made certain and serious allegations concerning the appraisers and certain officials involved in this contract. These charges will have to be refuted if we are to succeed.

In order to learn all the facts, a set of vital questions, stemming from these allegations were prepared by our attorneys and sent to Mr. Bode. Although Mr. Bode has answered, to date no reply has been received as to these questions. I am quoting excerpts from correspondence addressed to Mr. Bode and also attach copy of our latest letter.

Very truly yours,

February 25, 1953.

"Along with 38 other lawsuits all over the world which we are either defending or prosecuting, we have made considerable research in order to successfully defend this action in Turkey. I am attaching hereto a list of questions prepared by Mr. Steen, JEIA Legal Adviser (UK), who is charged with the follow-up of this case, which, I hope, will not cause you too much trouble answering, and I would appreciate very much if, upon completing the answers, you would forward them directly to Professor Kuyucak and send me a copy. It could well be that Professor Kuyucak may call you as

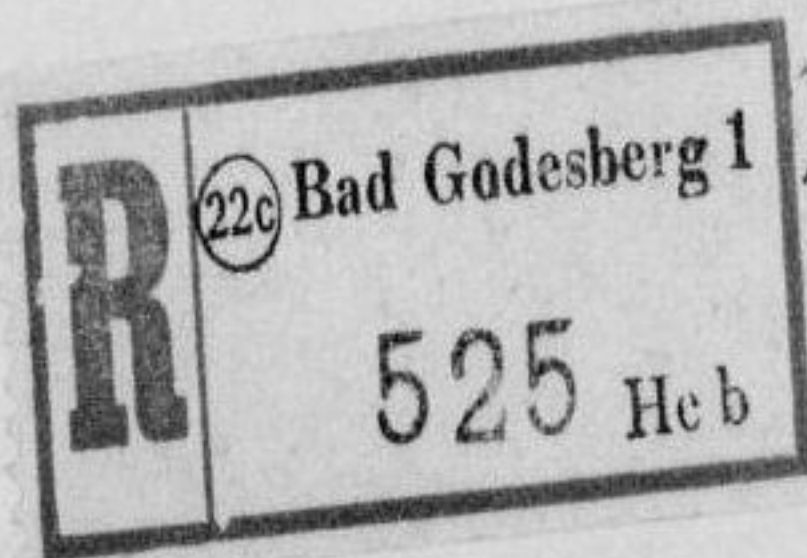
Mr. Arthur N. Young,
Special Financial Adviser to the Ambassador,
Technical Cooperation Administration,
U.S. Embassy,
Jidda, Saudi Arabia.

J.A. Eicher, Director General
OFFICE OF THE DIRECTOR GENERAL
JOINT EXPORT / IMPORT AGENCY
(in Liquidation)

~~APR 25-A XXX POSTMASTER NEW YORK~~

Bad Godesberg (Mehlemer Aue),
Deichmannsaue V-129, Germany.

10 yr.

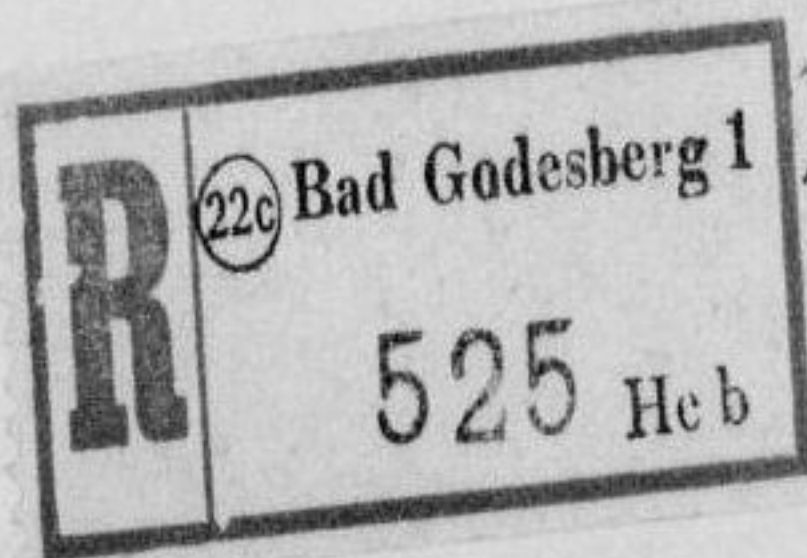


J.A. Eicher, Director General
OFFICE OF THE DIRECTOR GENERAL
JOINT EXPORT / IMPORT AGENCY
(in Liquidation)

~~APX 75-A XOXI POSTMASTER NEW YORK~~

Bad Godesberg (Mehlemer Aue),
Deichmannsaue V-129, Germany.

10 yr.



U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

December 23, 1953

TO: Mr. Harland J. Gorson
Director

FROM: John Bode
Controller

SUBJECT: Program Authorization for FY 1954 and recent Allotment of \$604,000

The budgetary limit for United States technicians is \$807,000 for the 1954 Fiscal Year. Evaluated in the light of past actual and future probable costs, this figure does not permit the total number of technicians to exceed 37 at any time during the remainder of the current fiscal year. Broken down by Fields of Activity, the maxima are as follows:

<u>FIELD OF ACTIVITY</u>	<u>MAXIMUM NUMBER OF TECHNICIANS</u>
Agriculture.....	8
Health and Sanitation.....	6
Education.....	5
Natural Resources.....	10
Transportation & Communication.	4
Public Administration.....	4
Total....	<u>37</u>

The maximum authorized to be obligated by approved Program Agreements is \$540,000. Previously sub-allotted have been \$110,220. The remainder of \$429,780 may be immediately sub-allotted to the individual Fields of Activity in the following proportion:

<u>FIELD OF ACTIVITY</u>	<u>AMOUNTS WHICH MAY BE IMMEDIATELY SUB-ALLOTTED</u> \$	<u>AMOUNTS PREVIOUSLY SUB-ALLOTTED</u> \$	<u>MAXIMUM AUTHORIZED TO BE OBLIGATED BY PROGRAM AGREEMENTS</u> \$
Agriculture	133,000	---	133,000
Health and Sanit.	105,945	* 51,055	157,000
Education	29,000	** 58,000	87,000
Natural Resources	72,835	*** 1,165	74,000
Transport. and Comm.	x 89,000	---	89,000
Totals	<u>429,780</u>	<u>110,220</u>	<u>540,000</u>

* Quarantine Station Project \$50,000 and Local Salaries \$1,055.

** Commercial School Project.

*** Local Salaries.

x Includes \$14,000 for Railroad Training Project.

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

FOA/W

~~CONFIDENTIAL~~

Classification

Control: TOUSFO #229

DATE: Dec. 17, 1953

Reference USFOTO 167 advising increases allotment A-401470 of \$39,500 each for third and fourth quarters. Request early dispatch FOA-339. Obligations are established at this Mission for only documented liabilities and no miscellaneous obligation for entire allotment is ever set up as surmised in referenced cable. The circumstance that allotments covered obligations only partially for first quarter is reason for exact equality of allotments and obligations on books. The administrative share of rent alone either payable or to be set up as reserve was \$13,000 and that of utilities \$2,200 leaving an allotment balance of only \$24,300 for all other obligations for first quarter. Request for submission FY 1954 funding plan received November 30 and completed form FOA-957 returned December 7. Delay due inadequate and constantly overworked administrative staff resulting from keeping costs at minimum and obvious difficulty to recruit qualified personnel for this post. Present number administrative locals ten at total annual salary \$12,500.

EDENS, Acting

[Handwritten signature]
WJEdens
The [unclear]

~~CONFIDENTIAL~~

Classification

PRIORITY

(Security Classification)

DO NOT TYPE IN THIS SPACE

FOREIGN SERVICE DESPATCH

FOREIGN OPERATIONS ADMINISTRATION
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

FROM :

US Operations Mission to Saudi Arabia

DESP. NO.

TOUSFO A-50

TO :

THE DEPARTMENT OF STATE, WASHINGTON.

DATE

December 10, 1953

REF :

FOA/W

For Director, Budget Division

For Dept. Use Only	ACTION	DEPT.
	REC'D	I N F OTHER O

SUBJECT:

Reference is made to USFOTO 107 of October 12, 1953, stating that Allotment C-401470 has been increased \$37,800 for October obligations, and that an Advice of Allotment will follow.

The Allotment Advice referred to has not as yet been received.

BODE, Acting

JBode:o

REPORTER

UNCLASSIFIED

AIRGRAM

FORLION OPERATIONS ADMINISTRATION

Mutual Security Agency

(Bode) F.F. ②
jB

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM -- FOA/W

DATE SENT

Dec 9, 1953

DATE REC'D.

Info Copy:

SENT TO -- All FOA Missions

USFOTO CIRCULAR A-12 ✓

- (1) Bode
- (2) Taylor
- (3) Carson
- (4) Jiles

DISTRIBUTION

NSCMT

ACC

AUD

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EXSEC

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OGM

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PERE

SUBJECT -- FOA/W Controller Organization

REFERENCE --

Effective with the establishment of the new FOA Organization, a Controller Organization was activated under Mr. John E. Murphy, Controller.

The new Controller Organization absorbed the following units of DMS, NSA, TCA and IIAA:

Office of Comptroller (DMS)
Office of the Controller (NSA)
Budget Division (NSA)
Office of Controller (TCA)
Budget Section (IIAA)
Accounts Section (IIAA)
Audit Section (IIAA)

FOA-335P

Mr. Murphy, in addition to having the responsibility for the Washington organization described herein, also has the responsibility for the technical direction of Mission controllers.

OTHER AGENCY

The names of individuals who have been assigned to various segments of the Controller organization and functional statements at the branch level are set forth below:

a. Budget Division - Director, Mr. J. Carney Howell

1. Operations Branch - Chief, Mr. Manlio F. DeAngelis

The following are the functions of the Operations Branch:

AUTHORIZING OFFICER

J. E. Murphy, Controller

DRAFTED BY

REBogardus:rk

OFFICE

M/CONT

PHONE NO.

429

DATE

12/7/

NSA AND OTHER CLEARANCES

ACC - Mr. Tennant
AUD - Mr. Preu
BUD - Mr. Howell
OGM - Mr. Monson

SECURITY CLASSIFICATION
UNCLASSIFIED

NSA AND OTHER CLEARANCES

POST	NO.	SECURITY CLASSIFICATION	PAGE
All FOA Missions USFOTO CIRCULAR	4-12	UNCLASSIFIED	2

Has responsibility for examination and evaluation of proposed economic and military programs submitted by U. S. Government agencies participating in the Mutual Security Program from the standpoint of fund availability, adherence to agreed objectives and effectiveness; recommending approval, disapproval or modification of proposals as necessary; recommending apportionment of appropriations; requisitioning, allocating or revoking funds to assure participating agencies a financial position to implement approved programs or to coincide with program adjustments; and analyzing and evaluating financial and statistical reports received from participating agencies to determine effectiveness and attainment of overall objectives, and consulting with participating agencies with the view toward eliminating difficulties and making recommendations as to practices to be followed in fulfilling programs. Also, has responsibility for the coordination and preparation of budget estimates of the Foreign Operations Administration, the allotment of funds to various organizational segments within the Foreign Operations Administration, both in Washington and in the field.

2. Estimates Coordination Branch - Chief, Mr. Carl H. Hill

The following are the functions of the Estimates Coordination Branch:

Is responsible for planning, developing, and coordinating the production of Mutual Security Program budget estimates of participating U. S. Government agencies (primarily Defense, State and Foreign Operations Administration) for subsequent presentation to the Bureau of the Budget and the Congress; critical review and analysis of these budget estimates and justification from a financial policy, technical and procedural standpoint; advising participating agencies on policies and techniques to be used in budget preparation; and participating at meetings on budget matters to advise on the justification of programs from a budgeting and financial management viewpoint.

b. Audit Division - Director, Mr. Fred L. Fren

1. Price Branch - Chief, Mr. John A. Shute

The following are the functions of the Price Branch:

SECURITY CLASSIFICATION
UNCLASSIFIED

Examines FOA-financed program purchases made by the Participating Countries to assure compliance with FOA regulations, policy and legislation. This includes determination that: (1) Purchases are at lowest competitive prices; (2) Suppliers grant all customary discounts; (3) Foreign agents' commissions are reported and recovered from the Participating Country; (4) Marine insurance loss payments are recovered by FOA where insurance is financed by FOA; and (5) Suppliers settle quality and quantity claim with importers for the benefit of FOA. Provides technical advice to appropriate operating officials for improvement in Participating Country procurement practices. Initiates claims for refund from Participating Countries and/or suppliers where violations are discovered.

2. Internal Audit Branch - Chief, Mr. Raymond Linhorn

The following are the functions of the Internal Audit Branch:

Reviews and approves financial provisions of proposed contracts and interagency agreements for technical services, technical assistance, administrative services, industrial guaranties, basic materials program and Section 115(k) (Moody Amendment). Performs post audits in the United States and reviews and evaluates overseas FOA-financed contracts and agreements, fiscal and budgetary records and reviews adequacy of existing and proposed accounting, auditing, and other financial procedures and controls. Determines compliance with Agency policies and procedures on financial transactions. Reviews and assists in the development of policies and procedures for audit and controls of counterpart funds. Develops policies with respect to the Controller's responsibility to check the receipt and utilization of goods and services financed by FOA with dollar and counterpart funds, and to provide for checking the adequacy of export-import control systems in the Participating Countries.

3. Voucher Examination Branch - Chief, Mr. David E. Harrison

The following are the functions of the Voucher Examination Branch:

Develops standards and procedures for auditing, and audits the expenditure and collection of program and administrative funds. Performs an administrative audit

MUTUAL SECURITY AGENCY

NO.	SECURITY CLASSIFICATION	PAGE NO.
1. FCA Missions USFOTO CIRCULAR A-12	UNCLASSIFIED	1

of accounts current and supporting documents received from missions overseas. Reviews contracts approved for Agency financing to assure that adequate documentation requirements are spelled out. Initiates and processes requests for refunds, the need for which is determined at time of audit or as a result of reported improprieties received from FCA field installations. Maintains liaison with General Accounting Office and other government agencies as well as with representatives of participating country missions, banks, and financial institutions as they apply to the audit and reimbursement of appropriated funds.

c. Accounts Division - Director, Mr. Edward F. Tennant

1. Program Methods and Control Branch

The following are the functions of the Program Methods and Control Branch:

Formulates agency financing and procurement policies for implementing programs; develops and prescribes operating methods and systems for carrying out such policies. Negotiates directly with participating country missions, U.S. agencies, FCA divisions and representatives of American industry and financial institutions in connection with formulation, installation and implementation of procurement and financing methods. In conjunction with the Office of the General Counsel, initiates amendments to, interprets, and handles appeals from FCA Regulation 1. Reviews and issues Procurement Authorizations and Technical Assistance Authorizations. Issues Letters of Commitment to U.S. banking institutions and suppliers. Initiates action to close out Procurement Authorizations and Technical Assistance Authorizations when they have expired.

2. Fiscal Branch

The following are the functions of the Fiscal Branch:

Subject to the administrative needs of FCA and the requirements of General Accounting Office, Treasury and the Budget Bureau, develops policies, systems and techniques of accounting for the Mutual Security master accounts and allocations to FCA from those accounts, and reports on data obtained from accounting records. Installs systems of accounting and reporting, and monitors their operation

POST	NO.	SECURITY CLASSIFICATION	PAGE NO.
ALL FOA Missions USFOTO CIRCULAR	A-12	UNCLASSIFIED	5

by FOA missions, foreign governments and agencies of the U. S. Government participating in FOA programs. Maintains allotment and general ledger accounts and expenditure control records in Washington. Maintains control of fund allocations to other U. S. Government Agencies. Certifies and schedules (a) all collections and adjustments between appropriations and (b) Washington payroll vouchers. Exercises supervision and control over certification in the missions. Maintains pay, retirement and leave records, and processes payrolls for all departmental and separated Foreign Service personnel, and prepares Washington and consolidated Washington and overseas reports to the Civil Service Commission on retirement and Bureau of Internal Revenue tax and FICA deductions.

3. Program Reports Branch - No chief has been selected as yet

The following are the functions of the Program Reports Branch:

Designs, prescribes and controls the broad financial reporting for the agency which serves as a basis for financial and operating data necessary to decisions having a bearing on the force, status, and results of FOA programs. Issues complete and comprehensive reports on foreign aid and technical assistance programs. Interprets such reports for top management and program officials. Gives technical advice on reporting problems. Maintains statistical records to supplement data provided in accounting records and reports of the Fiscal Branch for preparation of over-all financial reports. Furnishes reports to the field on programs financial activities.

Communications originating in the missions relative to Controller operations should be forwarded through channels and, when not requiring the personal attention of the Controller, should be designated for the attention of the appropriate division of the Office of the Controller in the interest of expeditious handling.

SECURITY CLASSIFICATION
UNCLASSIFIED

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Send to following missions as USFOTO CIRCULAR A-12

3	Amenbassy, ADDIS ABABA	5	Amenbassy LISBON
4	Amenbassy AMMAN	12	Amenbassy LONDON
6	Amenbassy ANKARA	3	Amenbassy MADRID
3	Amconsul ASHARA	4	Amenbassy MANAGUA
4	Amenbassy ASUNCION	10	Amenbassy MANILA
10	Amenbassy ATHENS	3	Amenbassy MEXICO CITY
5	Amenbassy BAGHDAD	3	Amenbassy MONROVIA
3	Amenbassy BANGKOK	3	Amenbassy MONTEVIDEO
6	Amenbassy BEIRUT	4	Amenbassy NEW DELHI
4	Amenbassy BELGRADE	3	Amenbassy OSLO
3	Amenbassy BOGOTA	3	Amenbassy PANAMA CITY
5	HICOG BONN	15	Amenbassy PARIS
10	Amenbassy BRUSSELS	4	Amenbassy PORT AU PRINCE
6	Amenbassy CAIRO	3	Amenbassy QUITO
3	Amenbassy CARACAS	3	Amenbassy RIO DE JANEIRO
3	Amenbassy CIUDAD TRUJILLO	10	Amenbassy ROME
4	Amenbassy COPENHAGEN	4	Amenbassy SAIGON
	~~Amenbassy COPENHAGEN~~	4	Amenbassy SAN JOSE
4	Amenbassy DJAKARTA	3	Amenbassy SAN SALVADOR
3	Amenbassy GUATEMALA CITY	5	Amenbassy SANTIAGO
3	Amenbassy HABANA	6	Amenbassy TAIPEI
3	Amenbassy JIDDA	3	Amenbassy TECUCIGALPA
3	Amenbassy KABUL	10	Amenbassy TEHRAN
5	Amenbassy KARACHI	5	Amenbassy TEL AVIV
3	Amenbassy KATHMANDU	6	Amenbassy THE HAGUE
3	Amenbassy LA PAZ	5	Amlegation TRIPOLI
5	Amenbassy LIMA	9	Amenbassy VIENNA
		4	Amenbassy RANGOON

TELEGRAM RECEIVED

Info: [unclear] Mc2
ff (2) Taylor
(3) Fils

FROM: SECSTATE WASHINGTON

Date: November 27, 1953

No: USFOTO 146

CODE: UNCLASSIFIED

Received: November 28, 1953
3:00 PM

ALLOTMENT INCREASE. ALLOTMENT C-401470 INCREASED \$60,000.

NEW TOTAL \$396,000. ADVICE FOLLOWS

STASSEN

ga

Distribution:

- 1-FOA - Action
- 1-Jones
- 1-McCullars
- 1-File

UNCLASSIFIED

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

~~RESTRICTED~~
Classification

Control: TOUSFO #211

FDA/W

DATE: Nov. 23, 1953

NOSEC.

Re TOUSFO A-19 dated Oct 20 concerning authorization additional \$800
payment water truck. Zahid pressing payment bill.

CORSON

KJCorson
KFSinclair:o

~~RESTRICTED~~
Classification

U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

MEMORANDUM

November 21, 1953

TO: Administrative Officer
American Embassy, Jidda

FROM: Thelbert F. Taylor
Director

SUBJECT: Overtime Work - American Employee

This is to notify you that I have authorized Miss Dorothy J. Haddock to work overtime for the two-week period beginning November 22, 1953 at the rate prescribed for that purpose, the total overtime worked not to exceed twelve (12) hours.

cc: Miss Haddock

TFTaylor/djh

RAM Foreign Service of the
United States of America
OUTGOING

UNCLASSIFIED

CHARGE:

Classification

Control: TCUFO #205

TO: FOA/W

DATE: November 15, 1953

HCSEC

Re our TCUFO #179, kindly wire status Tom Moon.

CORSON

HJCorson
TFTaylor/dth

UNCLASSIFIED

Classification

AIRGRAM

MUTUAL SECURITY AGENCY

Info: Corson (1200)
Hagleton
Taylor

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM -- FOA/W

DATE SENT NOV 10, 1953

attached to

DATE REC'D.

(Book)

SENT TO --

Amenbassy, CAIRO USFOTO A- 41
Amenbassy, ADDIS ABABA USFOTO A- 28
Amenbassy, BAGHDAD USFOTO A- 51
Amenbassy, TEL AVIV USFOTO A- 77
Amenbassy, AMMAN USFOTO A- 58
Amenbassy, BEIRUT USFOTO A- 50
Amenbassy, MONROVIA USFOTO A- 45
Amlegation, TRIPOLI USFOTO A- 23
Amenbassy, JIDDA USFOTO A- 29
Amenbassy, NEW DELHI USFOTO A- 130

DISTRIBUTION

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TAGGART

~~REFERENCE~~

~~REFERENCE~~

SUBJECT - FY 1954 Annual Funding Plan

In connection with the proposed annual funding plan for executive direction and administrative expenditures previously transmitted to the mission the attached FOA Form 957 should be completed and forwarded to the Budget Division, FOA not later than November 30, 1953.

(3 COPIES
& ATT. TO
EACH POST)

FOA-50p

OTHER AGENCY

Attachment:

Instructions and FOA Form 957

AUTHORIZING OFFICER

J. Carney Howell

DRAFTED BY

CEScates

OFFICE

M/CONT/BUD

PHONE NO.

2351

DATE

11/9/53

MSA AND OTHER CLEARANCES

SECURITY CLASSIFICATION

UNCLASSIFIED

MSA AND OTHER CLEARANCES

(Bode) 21

U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

MEMORANDUM

November 9, 1953

TO: Mr. T. F. Taylor
Executive Officer

FROM: Robert D. Dolley
Chief, Education Division

SUBJECT: Training Authorization of Sadek Hussein

In order that the transportation for Mr. Hussein, who went to the States several months ago, may be properly cleared I would like to recommend that you secure a copy of the training authorization from Mr. Bode and show it to Miss Moody at the Embassy. Miss Moody handles transportation. She cannot issue a TR without this authority. The transportation was secured by Mr. Hussein from Air Liban through Mr. Towfic Jaroudi. He must have the TR in order to present his bill.

I have asked Mr. Bode to handle this detail but I feel you should know about it to the end that it may be properly followed to a conclusion.

Mr. Bode gave me a copy of the Training Authority but it disappeared from my desk and I cannot tell at the moment if it was misplaced or if someone borrowed it. However, Mr. Bode has the other copies, I think, and can supply you with one for your record.

RDDolley/djh

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

MEMORANDUM

November 7, 1953

TO: Dr. R. D. Dolley
Chief, Education Division

FROM: Harland J. Corson
Director

SUBJECT: Notification of Grantee To Depart for United States

As you are aware, explicit instructions have been issued that no action may be taken obligating funds of this Mission without the knowledge and written consent of our Controller.

Training Grants instruct the grantee that he will be informed by the appropriate United States official in his country concerning his departure, and that he should not depart until notified to do so.

I have been advised that grantees have been allowed to depart for the United States without our Controller's knowledge and that, as a result thereof, obligations have been incurred in excess of funds available for that purpose at this time.

No grantee may be notified to depart for the United States unless a Certificate of Availability of Funds signed by our Controller has been obtained, notwithstanding the fact that a Training Activity Authorization has been issued by FOA/W and approved by its controller, or instructions have been received urging the immediate departure of the grantee.

I suggest that you avail yourself of the attached form when making a request for a Certificate of Availability of Funds. No certificate is required in cases where our Controller has given written approval to a travel advance payment to the grantee.

Encl - Request for Certificate of
Availability of Funds

MEMORANDUM

(Date)

TO: John Bode, Controller
FROM: R. D. Dolley, Chief, Education Division
SUBJECT: Request for Certificate of Availability of Funds

I hereby request that you promptly return to me the attached copy of this memorandum properly filled in and signed by you in the space provided for that purpose.

CERTIFICATE OF AVAILABILITY OF FUNDS

Name of Trainee:

TAA No.:

Appropriation:

Allotment:

Amount not exceeding:

Obligation Number:

This Certificate is no payment authority,
but merely an indication that I have no
objection to the departure of the trainee.

.....
(Date)

.....
John Bode, Controller,
U.S. Operations Mission to Saudi Arabia

TELEGRAM RECEIVED

Hayden
Bole
JH

FROM: SECSTATE WASHINGTON

DATE: November 3, 1953

NO: USFOTO 124

CODE: RESTRICTED

RECEIVED: November 5, 1953
8:00 AM

REFERENCE TOUSFO 172.

BUDGET APPROVAL AND WECONA QUARTER ALLOTMENT ANTICIPATED WITHIN TEN
DAYS

STASSEN

ga

Distribution:

1-FOA - Action
1-Jones
1-File

RESTRICTED

SECRET

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED

Classification

Control: TCMFO #193

TO: POA/W

DATE: Nov. 3, 1953

WCSIC

For Robert A. Dunch Disbursing Officer Treasury Department.

Check Number 21,311,971 dated July 7, 1953 for \$632.94 Symbol 300
to order Louise McWhorter Nelson received by payee October first and
cashed local bank. Recd stop payment order issued pursuant
Form 1757b dated October 15.

CORSON

HJCorson

UNCLASSIFIED

Classification

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

UNCLASSIFIED
Classification

Control: TOSPO #186

TO: POA/W

DATE: Antiser Nov 1, 1953

NOSEC.

USPO 118. Discussions ARANCO and BANE indicate possibility boilers too large. Request review specifications prepared by O'Neil and Taylor. Delete water tank and automatic door lock. Reduce oil tank to 1500 gallons. Total cost entire equipment to be procured and freight not to exceed \$90,000. Appropriation 72-112/41019 (10); Allotment 3 AG-34701; Obligation No. 255 maximum \$50,000; Allotment C 401470, Obligation No. 1 maximum \$40,000.

CORSON

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

CHARGE:

~~UNCLASSIFIED~~

Classification

Control: PRITY TOSPO #183

FOA/W

DATE: October 31, 1953

Hosec.

Information requested TOSPO #159 urgently needed.

CORSON

HJCorson

IFTaylor:o

~~UNCLASSIFIED~~

Classification

AIR POUCH

PRIORITY

UNCLASSIFIED

(Security Classification)

DO NOT TYPE IN THIS SPACE

~~NO REDUCTION IN SERVICE DESPATCH~~
FOREIGN OPERATIONS ADMINISTRATION

FROM : FOA/Jidda

TCUSFO A-24

DESP. NO.

TO : ~~THE DEPARTMENT OF STATE~~
FOREIGN OPERATIONS ADMINISTRATION

October 31, 1953

DATE

REF :

For Dept. Use Only	ACTION	DEPT.
	REC'D	I N F OTHER O

SUBJECT: Advice of Charge No. 301-3, dated September 30, 1953

For the Controller's Office.

The attached Advice of Charge No. 301-3 of September 30, 1953, received from USOM, Burma, is forwarded to you as it appears to pertain to your office.

CORSON

1 Encl- Advice of Charge No. 301-3 with inclosures--Register of Interoffice Transfers and Standard Form No. 1146a covering cost of travel of Miss Jeannette Potter.

HJCorsen
JBode/djh

REPORTER

UNCLASSIFIED

AIR POUCH

PRIORITY

UNCLASSIFIED

(Security Classification)

DO NOT TYPE IN THIS SPACE

FOREIGN SERVICE DESPATCH

FOREIGN OPERATIONS ADMINISTRATION

FROM : **FOA/Jidda**

TCUSFO A-23

DESP. NO.

TO : **DEPARTMENT OF STATE, WASHINGTON.**

October 29, 1953

DATE

FOREIGN OPERATIONS ADMINISTRATION

REF :

	ACTION	DEPT.
For Dept.		I
Use Only	REC'D	N
		F OTHER
		O

SUBJECT: **Request for 2 Copies of Point 4 Agency Memorandum #62**

It is requested that this mission be furnished two copies of Point 4 Agency Memorandum #62, dated November 19, 1951, subject: Representation Allowances - Point 4 Personnel.

CORSON

HJCorson

JBode/djh

REPORTER

UNCLASSIFIED

Air Pouch

PRIORITY

UNCLASSIFIED

(Security Classification)

DO NOT TYPE IN THIS SPACE

FOREIGN SERVICE DESPATCH
FOREIGN OPERATIONS ADMINISTRATION

FROM : FCA/Jidda

TOUSFO A-22

DESP. NO.

TO : THE DEPARTMENT OF STATE, WASHINGTON.
FOREIGN OPERATIONS ADMINISTRATION

October 27, 1953

DATE

REF : USFOTO A-23 dated October 15, 1953

For Dept. Use Only	ACTION	DEPT.
	REC'D	I N F O OTHER

SUBJECT: Requisitions 470-017900-4-4104R and
470-017900-16-4106R

Referenced requisitions are herewith returned to you, properly signed in the space provided for that purpose as an indication that sufficient funds for the procurement of the items requested are available.

CORSON

HJCorson
JBode/djh

REPORTER

UNCLASSIFIED

FOREIGN CORRELATIONS ADMINISTRATION
REQUEST AND AUTHORIZATION OF OFFICIAL TRAVEL
MUTUAL SECURITY AGENCY

AUTHORIZATION NUMBER

FOA4-351

DATE

10/27/53

1. NAME AND ADDRESS OF TRAVELER

John D. Tomlinson
Room 704
State Annex No. 5
22nd & O Sts., N.W., Washington, D.C.

2. STATUS OF TRAVELER

☐ ADMINISTRATIVE EMPLOYEE

☒ OTHER (Specify)

Detailed from
Department of
State

3. OFFICIAL STATION

Washington, D. C.

4. This document becomes an authorization of official travel only when the certificate of authorization has been signed by the designated authorizing officer. This travel is ordered on official business for the convenience of the government. Vouchers should be submitted promptly as provided in the applicable regulations.

5. APPLICABLE REGULATIONS: Travel and necessary expenses are authorized in accordance with the Standardized Government Travel Regulations, and the maximum per diem under these regulations is allowable unless otherwise noted in item 6.

6. ITINERARY, PURPOSE AND SPECIAL AUTHORIZATION

Travel is authorized from Washington, D. C., on or about November 6, to Beirut, Lebanon; Cairo, Egypt; Damascus, Syria; Amman, Jordan; Jidda, Saudi-Arabia; Baghdad, Iraq; Tel Aviv, Israel, and points within the above countries in such order and as often as required, and return to Washington, D. C., on or about December 1, 1953.

Per diem of \$10.00 is authorized while in travel status on days when actual places of business are outside the United States and at rates prescribed by Bureau of Budget Circular A-7, as amended, while overseas while aboard ship when price of meals is included in the price of fare; \$6 while in flight.

As member of Special Refugee Survey Commission to study Arab refugee situation in Near East pursuant to Section 549 of Mutual Security Act of 1953.

7. APPROPRIATION LIMITATION SYMBOL

72-1141000.141

ALLOTMENT ACCOUNT SYMBOL

~~286-100-4~~
286-100-4

REQUESTING OFFICE SYMBOL

AD/REF

DATE: October 21, 1953

8. FOR OVERSEAS TRAVEL

(Signature of Approving Officer)

Asst. Director for Administration
(Title)

Ugo Corusi

Other Required Approval

Dep. Asst. Director, REF

9. FOR DOMESTIC TRAVEL: Approving Officer to sign Item 10 as Authorizing Officer.

10. CERTIFICATE OF AUTHORIZATION—I CERTIFY that this authorization has been approved as indicated in item 6 and that this travel is chargeable to the appropriation, limitation and allotment as indicated in item 7.

Gerard R. Glaser,

(Signature of Authorizing Officer)

Acting Transportation Officer.

(Title)

TYPE OF CURRENCY	FOREIGN CURRENCY ESTIMATE						OBJECT CLASS	U. S. DOLLAR ESTIMATE					
	USE FOR AMENDMENT ONLY					ESTIMATED COST (NET)		USE FOR AMENDMENT ONLY					ESTIMATED COST (NET)
	INCREASE		DECREASE					INCREASE		DECREASE			
							020 PER DIEM AND TRAVEL						1,950 00
							021						
							030 TRANSPORTA- TION OF THINGS						
							TOTAL						1,950 00

FOREIGN OPERATIONS ADMINISTRATION
TEST AND AUTHORIZATION OF OFFICIAL TRAVEL

XXXXXX SECURITY AGENCY

AUTHORIZATION NUMBER

FOA4-352

DATE

10/27/53

1. NAME AND ADDRESS OF TRAVELER

Alma Kerr
1940 Baltimore St., N.W.,
Washington, D. C.

2. STATUS OF TRAVELER

☐ ADMINISTRATIVE EMPLOYEE

☒ OTHER (Specify)

Detailed from other
Government agency

3. OFFICIAL STATION

Washington, D. C.

4. This document becomes an authorization of official travel only when the certificate of authorization has been signed by the designated authorizing officer. This travel is ordered on official business for the convenience of the government. Vouchers should be submitted promptly as provided in the applicable regulations.

5. APPLICABLE REGULATIONS: Travel and necessary expenses are authorized in accordance with the Standardized Government Travel Regulations, and the maximum per diem under these regulations is allowable unless otherwise noted in item 6.

6. ITINERARY, PURPOSE AND SPECIAL AUTHORIZATION

Travel is authorized from Washington, D. C., on or about November 6, to Beirut, Lebanon; Cairo, Egypt; Damascus, Syria; Amman, Jordan; Jidda, Saudi-Arabia; Baghdad, Iraq; Tel Aviv, Israel, and points within the above countries in such order and as often as required, and return to Washington, D. C., on or about December 1, 1953.

the United States and at rates prescribed

Per diem of \$10.00 is authorized while in ~~foreign status as such~~ ~~status as such~~ by Bureau of Budget Circular A-7, as amended, while overseas; \$5 while aboard ship when price of meals is included in the price of fare; \$6 while in flight.

As member of Special Refugee Survey Commission to study Arab refugee situation in Near East pursuant to Section 549 of Mutual Security Act of 1953.

7. APPROPRIATION LIMITATION SYMBOL

72-1142000.141

ALLOTMENT ACCOUNT SYMBOL

286-100-4
XXXXXX

REQUESTING OFFICE SYMBOL

AD/REF

DATE: October 21, 1953

8. FOR OVERSEAS TRAVEL

(Signature of Approving Officer)

Asst. Director for Administration

(Title)

Ugo Cerusi

Other Required Approval

Dep. Asst. Director, REF

9. FOR DOMESTIC TRAVEL: Approving Officer to sign Item 10 as Authorizing Officer.

10. CERTIFICATE OF AUTHORIZATION—I CERTIFY that this authorization has been approved as indicated in item 6 and that this travel is chargeable to the appropriation, limitation and allotment as indicated in item 7.

Gerard H. Glaser,

(Signature of Authorizing Officer)

Acting Transportation Officer.

(Title)

TYPE OF CURRENCY	FOREIGN CURRENCY ESTIMATE						OBJECT CLASS	U. S. DOLLAR ESTIMATE						
	USE FOR AMENDMENT ONLY				ESTIMATED COST (NET)			USE FOR AMENDMENT ONLY				ESTIMATED COST (NET)		
	INCREASE		DECREASE					INCREASE		DECREASE				
							020 PER DIEM AND TRAVEL 021						1,950	00
							030 TRANSPORTA- TION OF THINGS							
							TOTAL						1,950	00

Office of Controller
mfs
10-27-53
IMPORTANT — Every Voucher and Message Concerning This Travel Must Refer to Authorization Number and Date at Top.

FOREIGN OPERATIONS ADMINISTRATION
TEST AND AUTHORIZATION OF OFFICIAL TRAVEL
NATIONAL SECURITY AGENCY

AUTHORIZATION NUMBER

FOA4-354

DATE

10/25/53

1. NAME AND ADDRESS OF TRAVELER

Edwin L. Hochan
Governor's Mansion
Santa Fe, New Mexico

2. STATUS OF TRAVELER

☐ ADMINISTRATIVE EMPLOYEE

☒ OTHER (Specify)

Consultant

3. OFFICIAL STATION

Santa Fe, N. M.

4. This document becomes an authorization of official travel only when the certificate of authorization has been signed by the designated authorizing officer. This travel is ordered on official business for the convenience of the government. Vouchers should be submitted promptly as provided in the applicable regulations.

5. APPLICABLE REGULATIONS: Travel and necessary expenses are authorized in accordance with the Standardized Government Travel Regulations, and the maximum per diem under these regulations is allowable unless otherwise noted in item 6.

6. ITINERARY, PURPOSE AND SPECIAL AUTHORIZATION

Travel is authorized from Santa Fe, New Mexico, to Washington, D. C., on or about October 25, and return to Santa Fe as often as necessary, and from Washington, D. C. to Beirut, Lebanon; Cairo, Egypt; Damascus, Syria; Amman, Jordan; Jidda, Saudi-Arabia; Baghdad, Iraq; Tel Aviv, Israel, and points within the above countries in such order and as often as required, and return to Santa Fe, New Mexico, via Washington, D. C., on or about December 1, 1953.

Per diem of \$10.00 is authorized while in the United States and at rates prescribed by Bureau of Budget Circular A-7, as amended, while overseas \$5 while aboard ship when price of meals is included in the price of fare; \$6 while in flight.

As member of Special Refugee Survey Commission to study Arab refugee situation in Near East pursuant to Section 549 of Mutual Security Act of 1953.

Twenty pounds of excess baggage is authorized for official papers, documents and reports.

7. APPROPRIATION LIMITATION SYMBOL

72-114100.141

ALLOTMENT ACCOUNT SYMBOL

286-100-4

REQUESTING OFFICE SYMBOL

AD/REF

DATE: October 21, 1953

8. FOR OVERSEAS TRAVEL

(Signature of Approving Officer)

Asst. Director for Administration

(Title)

Ugo Ceruzzi

Dept. Asst. Director, REF

Other Required Approval

9. FOR DOMESTIC TRAVEL: Approving Officer to sign Item 10 as Authorizing Officer.

10. CERTIFICATE OF AUTHORIZATION—I CERTIFY that this authorization has been approved as indicated in item 6 and that this travel is chargeable to the appropriation, limitation and allotment as indicated in item 7.

Gerard R. Glaser,

(Signature of Authorizing Officer)

Acting Transportation Officer.

(Title)

TYPE OF CURRENCY	FOREIGN CURRENCY ESTIMATE						← — →		U. S. DOLLAR ESTIMATE					
	USE FOR AMENDMENT ONLY					ESTIMATED COST (NET)	OBJECT CLASS	USE FOR AMENDMENT ONLY					ESTIMATED COST (NET)	
	INCREASE		DECREASE					INCREASE		DECREASE				
Office of Controller							020 PER DIEM AND TRAVEL						2,200	00
							021							
							030 TRANSPORTA- TION OF THINGS							
ate							TOTAL	← — →						2,200 00

IMPORTANT — Every Voucher and Message Concerning This Travel Must Refer to Authorization Number and Date at Top.

FOREIGN OPERATIONS ADMINISTRATION
TEST AND AUTHORIZATION OF OFFICIAL TRAVEL
MUTUAL SECURITY AGENCY

AUTHORIZATION NUMBER
FOA4-353
DATE
10/25/53

1. NAME AND ADDRESS OF TRAVELER P. Kenneth Peterson, 2305 W. 21st Street, Minneapolis, Minnesota	2. STATUS OF TRAVELER ☐ ADMINISTRATIVE EMPLOYEE ☒ OTHER (Specify) Consultant 3. OFFICIAL STATION Minneapolis, Minnesota
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4. This document becomes an authorization of official travel only when the certificate of authorization has been signed by the designated authorizing officer. This travel is ordered on official business for the convenience of the government. Vouchers should be submitted promptly as provided in the applicable regulations.

5. APPLICABLE REGULATIONS: Travel and necessary expenses are authorized in accordance with the Standardized Government Travel Regulations, and the maximum per diem under these regulations is allowable unless otherwise noted in item 6.

6. ITINERARY, PURPOSE AND SPECIAL AUTHORIZATION

Travel is authorized from Minneapolis, Minnesota, to Washington, D. C., on or about October 25, and return to Minneapolis, as often as necessary, and from Washington, D. C. to Beirut, Lebanon; Cairo, Egypt; Damascus, Syria; Amman, Jordan; Jidda, Saudi Arabia; Baghdad, Iraq; Tel Aviv, Israel, and points within the above countries in such order and as often as required, and return to Minneapolis, Minnesota via Washington, D. C., on or about December 1, 1953.

Per diem of \$10.00 is authorized while in the United States and at rates prescribed while abroad, as established by Bureau of Budget Circular A-7, as amended, while overseas while aboard ship when price of meals is included in the price of fare; \$6 while in flight.

As member of Special Refugee Survey Commission to study Arab refugee situation in Near East pursuant to Section 549 of Mutual Security Act of 1953.

7. APPROPRIATION LIMITATION SYMBOL 72-1141000.141	ALLOTMENT ACCOUNT SYMBOL 286-100-4	REQUESTING OFFICE SYMBOL AD/REF DATE: October 21, 1953
--	---	--

8. FOR OVERSEAS TRAVEL

(Signature of Approving Officer)
Asst. Director for Administration
(Title)

Ugo Carusi
Other Required Approval
Dep. Asst. Director, REF

9. FOR DOMESTIC TRAVEL: Approving Officer to sign Item 10 as Authorizing Officer.

10. CERTIFICATE OF AUTHORIZATION—I CERTIFY that this authorization has been approved as indicated in item 6 and that this travel is chargeable to the appropriation, limitation and allotment as indicated in item 7.

Gerard H. Glaser, Acting Transportation Officer.
(Signature of Authorizing Officer) (Title)

TYPE OF CURRENCY	FOREIGN CURRENCY ESTIMATE						OBJECT CLASS	U. S. DOLLAR ESTIMATE					
	USE FOR AMENDMENT ONLY				ESTIMATED COST (NET)	USE FOR AMENDMENT ONLY				ESTIMATED COST (NET)			
	INCREASE		DECREASE			INCREASE		DECREASE					
Offi. of Controller							020 PER DIEM AND TRAVEL 021					2,400	00
							030 TRANSPORTA- TION OF THINGS						
By <u>mps</u>							TOTAL					2,400	00
Date <u>10-27-53</u>													

FOREIGN OPERATIONS ADMINISTRATION
TEST AND AUTHORIZATION OF OFFICIAL TRAVEL
MUTUAL SECURITY AGENCY

AUTHORIZATION NUMBER

FOA4-350

DATE

10/27/53

1. NAME AND ADDRESS OF TRAVELER

James L. Flover
5009 Edgemoor Lane
Bethesda, Maryland

2. STATUS OF TRAVELER

☐ ADMINISTRATIVE EMPLOYEE

☒ OTHER (Specify) Consultant

3. OFFICIAL STATION

Bethesda, Maryland

4. This document becomes an authorization of official travel only when the certificate of authorization has been signed by the designated authorizing officer. This travel is ordered on official business for the convenience of the government. Vouchers should be submitted promptly as provided in the applicable regulations.

5. APPLICABLE REGULATIONS: Travel and necessary expenses are authorized in accordance with the Standardized Government Travel Regulations, and the maximum per diem under these regulations is allowable unless otherwise noted in item 6.

6. ITINERARY, PURPOSE AND SPECIAL AUTHORIZATION

on or about November 6

Travel is authorized from Washington, D. C. to Beirut, Lebanon; Cairo, Egypt; Damascus, Syria; Amman, Jordan; Jidda, Saudi-Arabia; Baghdad, Iraq; Tel Aviv, Israel, and points within the above countries in such order and as often as required, and return to Bethesda, Maryland via Washington, D. C., on or about December 1, 1953.

the United States and at rates prescribed

Per diem of \$10.00 is authorized while in ~~foreign countries~~ ~~places of business on shore~~ by Bureau of Budget Circular A-7, as amended, while overseas; \$5 while aboard ship when price of meals is included in the price of fare; \$6 while in flight.

As member of Special Refugee Survey Commission to study Arab refugee situation in Near East pursuant to Section 549 of Mutual Security Act of 1953.

7. APPROPRIATION LIMITATION SYMBOL

72-1141000.141

ALLOTMENT ACCOUNT SYMBOL

~~XXXXXX~~
286-100-4

REQUESTING OFFICE SYMBOL

AD/REF

DATE: October 21, 1953

8. FOR OVERSEAS TRAVEL

(Signature of Approving Officer)

Asst. Director for Administration
(Title)

Ugo Carusi

Other Required Approval
Dep. Asst. Director, REF

9. FOR DOMESTIC TRAVEL: Approving Officer to sign Item 10 as Authorizing Officer.

10. CERTIFICATE OF AUTHORIZATION—I CERTIFY that this authorization has been approved as indicated in item 6 and that this travel is chargeable to the appropriation, limitation and allotment as indicated in item 7.

Gerard R. Glaser,

(Signature of Authorizing Officer)

Acting Transportation Officer.

(Title)

TYPE OF CURRENCY	FOREIGN CURRENCY ESTIMATE						OBJECT CLASS	U. S. DOLLAR ESTIMATE					
	USE FOR AMENDMENT ONLY				ESTIMATED COST (NET)			USE FOR AMENDMENT ONLY				ESTIMATED COST (NET)	
	INCREASE		DECREASE					INCREASE		DECREASE			
							020 PER DIEM AND TRAVEL 021					1,950	00
							030 TRANSPORTA- TION OF THINGS						
							TOTAL					1,950	00

IMPORTANT — Every Voucher and Message Concerning This Travel Must Refer to Authorization Number and Date at Top.

TELEGRAM RECEIVED

*Info: Gerson APC
(2) files*

FROM: SECSTATE WASHINGTON

280700Z
Date: November 28, 1953

No: USFOTO Circular 3

CODE: UNCLASSIFIED

Received: November 28, 1953
3:15 PM

All FOA Missions. Missions are instructed not to purchase tickets or make travel advances against USRO travel orders which cite Department State appropriation accounts

STASSEN

ga

Distribution:

1-FOA - Action
1-Jones
1-McCullars
1-File

-Bode, Taylor

UNCLASSIFIED

File 1
(Bode)

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

October 26, 1953

MEMORANDUM TO: Mr. Clayton J. McCullars
U.S. Disbursing Officer
American Embassy, Jidda, Saudi Arabia

FROM: John Bode
Controller, USOM/Saudi Arabia

RE: October Allotment of Administrative Funds - A 401470

USFOTO CIRCULAR M2 of October 7, 1953 advises that second quarter allotments are being dispatched, and authorizes the incurrence of obligations at the first quarter rate pending receipt of the allotments.

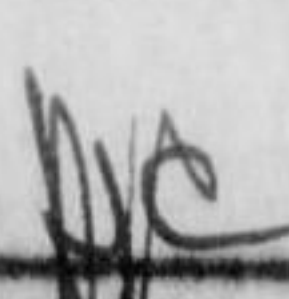
The October allotment of Program Funds (C 401470) has meanwhile been determined at \$37,800 as per USFOTO 107 dated October 12, 1953.

No indication of the October allotment of Administrative Funds (A 401470) has been received. On the strength of the above mentioned circular, we have incurred administrative obligations aggregating \$13,157 during October, which is less than the monthly average for the first quarter, but is the exact average for the remaining nine months of the current fiscal year according to the approved administrative expense budget. It also equals each of the allotments for August and September.

In order that our records will show no excess of administrative obligations over allotment, we have posted an amount of \$13,157 as the October allotment of Administrative Funds and have cited USFOTO CIRCULAR M2 of October 7, 1953 as the pertinent reference in the column of the Allotment Ledger provided for that purpose.

We request that you make a like entry in your Allotment Ledger for the same reason and to keep your and our records in alignment.

Approved:



Director, U.S. Operations
Mission to Saudi Arabia

JBode/djh

TELEGRAM

(Code)
Foreign Service of the
United States of America

OUTGOING

File 1

2-

Chron III

CHARGE:

~~RESTRICTED~~

Classification

Control: PAITY TOLUSPO #172

FOA/W

DATE: October 26, 1953

Nosoc.

SAG pressing signature 1954 program agreements. Unable initiate urgent project prior receipt approval budget. Request urgent reply as to expected approval budget and second quarter allotment.

CORSON

HJCorson
Taylor:o

~~RESTRICTED~~

Classification

U.S. Operations Mission
to Saudi Arabia
Jidda

MEMORANDUM

October 25, 1953

TO: Mr. C. J. McCullers, Budget and Fiscal Officer,
American Embassy, Jidda

FROM: J. A. Dunaway, Chief, Public Administration and
Government Services, USOM (Formerly Acting Director) *JAD*

SUBJECT: Authority for payment for recreational boat trip -
TCA personnel

So far as I am aware there was no specific authority for payment for the boat trip in question. However, we relied on the following paragraph of a letter of December 19, 1952, from Walter O. Olson, Acting Assistant Administrator, NEADS:

"That a constructive program of entertainment be established, such as, the opportunity to hear top level people lecture on the historical and cultural development of the area; plan new recreational facilities (i.e.) could a boat from Eritrea be chartered; can the Embassy launch be put to more use; would the Air Force be interested in helping us solve this problem by making seats available to us on certain flights; would it be possible to enlist the aid of ARAMCO in this problem - here there are two angles (1) could we send one or two people to Dhahran now and then for recreation, (2) could we get seats on ARAMCO planes flying to Asmara from Jidda; a final suggestion is to contact Mr. Trevor L. Christy, Travel Development Specialist, to enlist his aid in this matter. He may be able to put you in contact with Mr. William R. Pearce, President of Air Djibouti, Asmara, Ethiopia. He operates a commercial, non-schedule air transport company for carrying freight and passengers in Africa and the Near East. Perhaps Mr. Pearce will be interested in working out a plan with you for special recreational trips at rates attractive to the Jidda personnel."

The matter was discussed in staff meeting on January 4, 1953, and while hiring a boat for leave trips to Eritrea was considered impracticable, the staff suggested that shorter Red Sea trips would be more feasible and would be enjoyed by a larger group. Dr. Edens and Mr. Stacy were appointed on a committee to investigate the possibility of buying a boat or renting one for local trips and the boat ride in question was the result. Mr. Stacy was Acting Executive Officer at the time the boat was hired, but unfortunately he is no longer in service at this post.

JADunaway:o

File 17

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
U.S. OPERATIONS MISSION TO SAUDI ARABIA
Jidda

October 22, 1953

MEMORANDUM TO: Mr. Clayton J. McCullars
U. S. Disbursing Officer
American Embassy, Jidda, Saudi Arabia

FROM: John Bode
Controller, USOM/Saudi Arabia

RE: Transfer of specified personnel from Administration
to Program

Foreign Operations Administration, Washington, has directed that two clerk-stenographers included in our administrative staffing pattern be paid from Program Funds effective July 1, 1953 and that necessary adjustments in the accounts be made by processing an SF 1097.

Pursuant to our records, the following are the clerk-stenographers referred to and the gross payments made from July 1, 1953 including employee's and employer's FICA contributions:

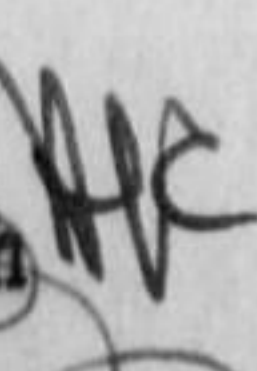
Diana George	\$ 837.36
Patricia I. Marlin	\$ 1,193.39

It is requested that you issue and process an SF 1097 and furnish us with a copy thereof for our records.

Approved:

Director, U. S. Operations
Mission to Saudi Arabia

HJCorson
JBode/djh



(Rode.)

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
UNITED STATES OPERATIONS MISSION
TO SAUDI ARABIA

Jidda, October 22, 1953.

MEMORANDUM TO: Mr. Schubert E. Smith,
Administrative Officer, American Embassy.

FROM: E. F. Sinclair,
Acting Executive Officer.

Re: Travel Voucher

I am attaching hereto my travel voucher for reimbursement of the difference in the per diem rate as set forth in travel order TCA 46, dated February 19, 1953, calling for the maximum, or \$18.00 per day, and amended travel order TCA 46, dated February 19, 1953, calling for \$12.00 per day, a difference of \$6.00 per day.

This is a case similar to the Goudarzi case wherein it was set forth that "it is a well established rule that orders denying, increasing or decreasing a previously prescribed per diem allowance may not be made effective retroactively. This statement is supported by decisions of the Comptroller General Nos. B-23196 and 46734, copies of which are on file with Mr. McCullars.

AIR POUCH

PRIORITY

UNCLASSIFIED

(Security Classification)

DO NOT TYPE IN THIS SPACE

File 1

2

Chron III

FOREIGN SERVICE DESPATCH

FROM : FQA/Jidda

TOUSFO A-20

DESP. NO.

TO : FQA/W
THE DEPARTMENT OF STATE WASHINGTON

October 21, 1953

DATE

REF : USFOIO A-22

For Dept. Use Only	ACTION	DEPT.
	REC'D	I N F O OTHER

SUBJECT:

Obligation No. 1 increased in the amount of \$40.

CORSON

HJCorsen

RJSinclair:o

REPORTER

UNCLASSIFIED

DO NOT TYPE IN THIS SPACE

PRIORITY

(Security Classification)

FOREIGN SERVICE DESPATCH
FOREIGN OPERATIONS ADMINISTRATION

FROM : FGA/Jidda

TOUSFO A-19

DESP. NO.

TO : THE DEPARTMENT OF STATE, WASHINGTON.
FOREIGN OPERATIONS ADMINISTRATION

October 20, 1953

DATE _____

REF : Our WIRCOM 834 of April 28 and Your WIRCOM 617 of May 1, 1953

<u>For Dept.</u> <u>Use Only</u>	ACTION	DEPT.
	REC'D	I N F O OTHER

SUBJECT: Request authority to spend \$800 additional for Chevrolet Water Tank Truck

Referring to our WIRCOM 834, dated April 28, 1953, requesting authority to purchase a Chevrolet water tank truck at a cost of \$5,000.00, and your WIRCOM 617, dated May 1, 1953, authorizing such purchase:

Mr. John A. Stacy, former Acting Executive Officer at this Mission, issued our local purchase order No. 477, dated May 14, 1953, ordering the above mentioned tank truck from M. M. Zahid & Brothers, Jidda, at an approximate cost of \$5,500.00.

In a letter from Mr. Stacy to Mr. Dunaway, Acting Director, dated July 21, 1953, giving an account of the equipment purchased in connection with the Rural Community Project in the Asir, this tank truck is shown therein at a cost of \$5,800.00. Also, in reply to your WIRON 52, dated August 8, 1953, a statement was prepared and forwarded to Washington with our Office Memorandum TOTEC 17, dated August 20, 1953 showing the cost of this piece of equipment as \$5,800.00.

The water tank truck was delivered to us by Zahid & Brothers and in turn delivered to the Saudi Arabian Government, this being one of the units of equipment which the SAC requested us to furnish. Zahid & Brothers have presented their bill for \$5,800.00 and in order to pay this bill we are requesting authority to expend \$800 additional for this equipment which is the difference between the amount shown in WIRGM 834 and that shown in Mr. Stacy's letter of July 21, 1953.

As you are aware, this \$800 will come out of the \$150,000 obligated for the purchase of equipment in connection with the Asir Rural Community Project, and further we are desirous of having our records here complete in connection with any further purchase of equipment under this project.

HJCorson
EFSinclair/djh

REPORTER

RESTRICTED

TELEGRAM

Foreign Service of the
United States of America

OUTGOING

File 1

2

Chron III

CHARGE:

~~UNCLASSIFIED~~

Classification

Control:

TOUSPO #159

TO: FOA/W

DATE: Oct 17, 1953

Hossec.

Authority requested 50 lbs. excess air Jidda Beirut Dunaway and wife.

CORSON

HJCorsen

EFSinclair:o

OCT 17 1953

Shown to Bode
dph

~~UNCLASSIFIED~~

Classification

H-24
(Bode)

Controller's Office
USO 11 to Saudi Arabia

John Bode, Controller

Referred requisitions are herewith returned to you, properly signed in the space ~~to~~ provided for that purpose as an indication that sufficient funds for the procurement of the items requested are available.

AIRGRAM

FOREIGN OPERATIONS ADMINISTRATION

~~RESTRICTED~~
~~CONFIDENTIAL~~

JB

SECURITY CLASSIFICATION
UNCLASSIFIED

FROM -- FOA/W

~~RESTRICTED~~

DATE SENT
10//15//53//

SENT TO -- USOM to JIDDA

USFOTO A-23

DATE REC'D.

DISTRIBUTION

3
MC
HS-3
TAGGART
NDA
CONTR
BUD
MURPHY
JIDDA-3

&ATS***

FOA-M 20P

SUBJECT -- Fiscal Approval of Funds

REFERENCE -- Requisitions 470-017900-4-4104R and
470-017900-16-4106R

Attached are referenced requisitions which do not bear certification that funds are available to cover these charges.

Before action can be taken toward procurement of items requested, it will be necessary that the requisitions be signed by the appropriate person in spaces provided for certification of funds available.

Enclosures: 2 Requisitions

OTHER AGENCY

AUTHORIZING OFFICER

P. Taggart

DRAFTED BY

JJennings:mas

OFFICE

FOA

PHONE NO.

3168

DATE

10/12/53

AND OTHER CLEARANCES

FOA: H.H. Dreany

FOA: ~~RESTRICTED~~

E. R. Pierce

SECURITY CLASSIFICATION

UNCLASSIFIED

MSA AND OTHER CLEARANCES

TELEGRAM RECEIVED

(Boole)

File

FROM: SECSTATE WASHINGTON

DATE: OCTOBER 12, 1953

NO: USFOTO 107

CODE: UNCLASSIFIED

RECEIVED OCTOBER 14, 1953
8:00 AM

OCTOBER ALLOTMENT, ALLOTMENT C-401470 INCREASED \$37,800 FOR OCTOBER
OBLIGATIONS. ALLOTMENT ADVICE FOLLOWS

STASSEN

ga

Distribution:

1-FOA - Action
1-Jones
1-Smith
1-McCullars
1-File

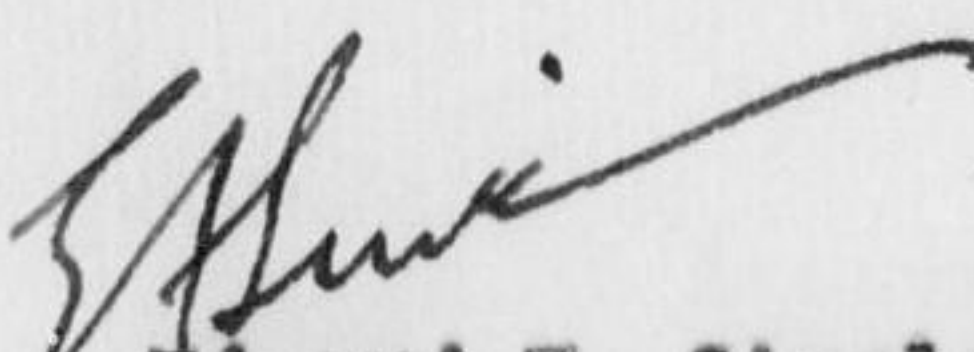
UNCLASSIFIED

file

October 14, 1953

Received from the Budget and Fiscal Office, American Embassy, Jidda, today the following Treasury Checks to be delivered to payees:

Ck. #2667	(1) Thomas J. Moon	\$ 56.54	D.O. Vou. 108
Ck. #2768	(2) Gus H. Goudarzi	82.50	D.O. Vou. 191
Ck. #2699	(2) Neil Brinck	62.03	D.O. Vou. 124
Ck. #2700	{ Thomas J. Moon	60.76	D.O. Vou. 124
Ck. #2736	(1) { Thomas J. Moon	536.37	D.O. Vou. 154
Ck. #2774	{ Thomas J. Moon	135.61	D.O. Vou. 214


Edward F. Sinclair
Acting Executive Officer
FOA, Point Four
Jidda, Saudi Arabia

- (1) Delivered to Dr. Edlens
(2) sent by mail to States
(3) added to GHA.

UNCLASSIFIED
(Security Classification)

DO NOT TYPE IN THIS SPACE

PRIORITY

FOREIGN SERVICE DESPATCH

File 2

FROM : AmEmbassy JEDCA

USFOTO A-13
DESP. NO.

TO : FOA/W
DEPARTMENT OF STATE, WASHINGTON

October 13, 1953

REF :

For Dept. Use Only	ACTION	DEPT.
	REC'D	I N F O OTHER

SUBJECT: TCA: Supplies and Equipment; Request for Chlorine Residual Testing Set.

Reference: USFOTO A-18.

Obligation No. 4 has been increased in the amount of \$12.00.

CORSON

HJCorson
EJSinclair:o

REPORTER

UNCLASSIFIED

OCT 13 1953

Note for the Files:

Copies of the attached memo (dated October 12, 1953, subject: "Actions affecting funds of USOM, Jidda, Saudi Arabia") were distributed as follows:

- 10 copies to the Embassy (Jidda)
- 10 copies to FOA/W
- 1 copy ea. to the Division Chiefs + the Program Officer
- 15 copies to Mr. Bode
- 10 copies to the files
- 1 copy circulated to Division Chiefs for initialing & return to the files.

Dorothy Haddock

(Bode)

UNITED STATES OPERATIONS MISSION
TO SAUDI ARABIA

Jidda, Saudi Arabia
October 12, 1953

TO: All Officers, USOM, Jidda;
All Officers, American Embassy, Jidda;
Certain Officers, FOA, Washington, D. C.

FROM: Harland J. Corson, Director, *Harlan*
U.S. Operations Mission to Saudi Arabia

SUBJECT: Actions affecting funds of USOM, Jidda, Saudi Arabia.

There has been no change in the instructions issued by this Mission under date of June 27, 1953 to the effect that no action may be taken obligating subject funds or making payments therefrom unless the obligating document or request for payment bears the following legend appropriately executed as evidence that sufficient funds have been set aside for the action:

CERTIFICATE OF AVAILABILITY OF FUNDS

Appropriation Symbol:.....
Allotment Account Symbol:.....
Amount not to exceed:.....
Obligation Number:.....
Date:.....

John Bode

John Bode
Controller, USOM, Jidda, Saudi Arabia

The foregoing prevalidation does not relieve the officer taking the action from any of the responsibilities which would be his had no prevalidation taken place.

UNITED STATES OPERATIONS MISSION
TO SAUDI ARABIA

Jidda, Saudi Arabia
October 12, 1953

TO: All Officers, USOM, Jidda;
All Officers, American Embassy, Jidda;
Certain Officers, FOA, Washington, D.C.

FROM: Harland J. Corson, Director,
U.S. Operations Mission to Saudi Arabia

SUBJECT: Actions affecting funds of USOM, Jidda, Saudi Arabia.

There has been no change in the instructions issued by this Mission under date of June 27, 1953 to the effect that no action may be taken obligating subject funds or making payments therefrom unless the obligating document or request for payment bears the following legend appropriately executed as evidence that sufficient funds have been set aside for the action:

CERTIFICATE OF AVAILABILITY OF FUNDS

Appropriation Symbol:.....
Allotment Account Symbol:.....
Amount not to exceed:.....
Obligation Number:.....
Date:.....

.....
John Bode
Controller, USOM, Jidda, Saudi Arabia

The foregoing prevalidation does not relieve the officer taking the action from any of the responsibilities which would be his had no prevalidation taken place.

United States Operations Mission to Saudi Arabia

UNITED STATES OF AMERICA
TECHNICAL COOPERATION ADMINISTRATION

Jidda, Saudi Arabia

~~June 27, 1953~~

October 11,

VSOM,

TO: All Officers, ~~FOA~~, Jidda;
All Officers, American Embassy, Jidda;
Certain Officers, ~~FOA~~/W.

FROM: *John A. Dunaway*
John A. Dunaway,
Acting ~~U.S.~~ Director, *U.S. Operations Mission to Saudi Arabia*
~~Technical Cooperation in Saudi Arabia~~

VSOM

SUBJECT: Actions affecting funds of ~~FOA~~, Jidda, Saudi Arabia.

Effective immediately no action may be taken obligating subject funds or making payments therefrom unless the obligating document or request for payment bears the following legend appropriately executed as evidence that sufficient funds have been set aside for the action:

Amount Involved:
Appropriation Symbol:
Allotment Account Symbol:
Obligation Number:
Date:
<i>John Bodo</i>
John Bodo
Controller, ~~FOA~~ , Jidda, Saudi Arabia

VSOM

The foregoing prevalidation does not relieve the officer taking the action from any of the responsibilities which would be his had no prevalidation taken place.

36
51
58
6
59
5

0 TELEGRAM RECEIVED

Copy 5
Bode
Hayden

FROM: SECSTATE WASHINGTON

071938Z
DATE: October 7, 1953

NO: USFOTO CIRCULAR M 2

CODE: UNCLASSIFIED

RECEIVED: October 8, 1953
6:30 PM

All FOA Near East, South Asia and Africa Missions
2nd Quarter Allotments.

1. 2nd Quarter allotments being issued, advices being
dispatched.

2. Authorized continue obligation at 1st Quarter rate pending
receipt allotments

STASSEN

ga

Distribution:

1-TCA - Action
1-Jones
1-Smith
1-McCullars

HK

UNCLASSIFIED

(Code)
File 1

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
FOREIGN OPERATIONS ADMINISTRATION
Jidda, Saudi Arabia

October 7, 1953.

John A. W. Ludolphi,
Am Markt 18,
Bremen, Germany.

Dear Sirs:

Attention: Mr. Hans B. Lerbs

I am in receipt of your letters of September 16th and 25th, together with enclosures, concerning shipment of 4 oilbath intake air-filters.

This is to advise you that your bill in the amount of \$55.00 has today been passed to our Disbursing Officer for payment and will follow up so that you may receive it promptly.

I wish to thank you for your prompt attention to our order.

Yours very truly,

John A. Dunaway,
Acting U.S. Director of Foreign
Operations Administration in
Saudi Arabia.

JS

AIRGRAM

FORN INFORMATION REPORTING

OPTIONAL SECURITY AGENCY

SECURITY CLASSIFICATION
UNCLASSIFIED

File
Copies to
Messrs /
Prode /
Borde

FROM — FQA-W

DATE SENT

Oct 6, 1953

DATE REC'D.

SENT TO — ALL FQA MSNS UNFOTO CIRC A-1
USRO PARIS TOECA A-443
SMEC TO REYKJAVIK UNFOTO A-17
CINCUNC TOKYO FOATO A-9

3 DISTRIBUTION

CONTR

ADPE12

BUD

CF

IIAA

RILEY

NDA

ADA

MC

MURPHY

OTS

PAK

SUBJECT — Advanced copies of Field Payroll Vouchers.

REFERENCE —

This is to advise all FQA Missions that advanced copies of Field Payroll Vouchers (Forms FS-275) are not required. These extra copies are excess in FQA/Washington and their submission should be discontinued.

STASSEN

CABLE RM: PLS SEND TO:

3 ASUNCION	6 ANKARA	3 BANGKOK	3 BELGRADE
3 BOGOTA	3 ASMARA	3 DJAKARTA	12 BONN
3 CARACAS	10 ATHENS	10 MANILA	6 BRUSSELS
3 CIUDAD TRUJILLO	3 BAGHDAD	3 SAIGON	4 COPENHAGEN
3 GUATEMALA CITY	3 BEIRUT	6 TAIPEI	3 LISBON
3 HAVANA	3 CAIRO	3 RANGOON	12 LONDON
3 LA PAZ	3 DAMASCUS		3 MADRID
3 LIMA	3 JIDDA		2 OSLO
3 MANAGUA	3 KABUL		10 PARIS MSN
3 MEXICO CITY	5 KARACHI		6 ROME
3 MONTEVIDEO	3 KATMANDU		6 THE HAGUE
3 PANAMA CITY	3 MONROVIA		8 VIENNA
3 PORT AU PRINCE	3 NEW DELHI		10 USRO PARIS
3 QUITO	3 TEHRAN		3 TOKYO
3 RIO DE JANEIRO	3 TEL AVIV		3 REYKJAVIK
3 SAN JOSE	3 TRIPOLI		
3 SAN SALVADOR			
3 SANTIAGO			
3 TEQUICIGALPA			
3 ADDIS ABABA			
3 AMMAN			

OTHER AGENCY

AUTHORIZING OFFICER

J. E. Murphy

DRAFTED BY

K. Day:ec

OFFICE

Cont

PHONE NO.

2671

DATE

10-5-53

SA AND OTHER CLEARANCES

Cleared:

A. Novak - FQA/Accounts

E. F. Tennant - FQA/Accounts

SECURITY CLASSIFICATION

UNCLASSIFIED

MSA AND OTHER CLEARANCES

TCA-30
8-19-53

FOREIGN OPERATIONS ADMINISTRATION
TECHNICAL COOPERATION ADMINISTRATION

ADVICE OF CHARGE

TO: Director, Foreign Operations Administration
American Embassy, Jidda, Saudi Arabia

DATE October 6, 1953

FROM: J. Carney Howell, Controller, FOA/TCA

047-470-3
(Advice of Charge No.)

SUBJECT: Inter-Office Transfers

The changes and/or credits shown below supported by related documents attached have been processed by this office in your behalf. All these transactions should therefore be posted to your records as current month's business, as these transactions will be eliminated from our report covering this month. Please endorse the enclosed copy and return immediately. Any questions or exceptions regarding the items listed should be the subject of DS-912's and return with the copy.

(1) Schedule No.	(2) Amount	(3) Schedule No.	(4) Amount
	72-112/41019(10)		
413	97.40		
517	300.00		
517	300.00		
7002	839.83		
7011	38.63		
7011	81.74		
7019	<u>1,250.70</u>		
	2,908.30		

BY: _____

DATE: _____

(Boyle)

TELEGRAM RECEIVED

FROM: CAIRO

DATE: October 6, 1953

NO: USOM 4

CODE: RESTRICTED

RECEIVED: October 7, 1953
12:30 PM

REGARDING YOUR TELEGRAM 14

NOSEC

CLARIFY ALLOTMENT NUMBER ABDULLAH AZIZ MOMINAH GRANT AND ADVISE CAIRO
ADDRESS

MC CLELLAND

ga

Distribution:

1-TCA - Action
1-Jones
1-File

RESTRICTED

UNCLASSIFIED

File 1
2
Chron III

(Bode)

FOREIGN OPERATIONS ADMINISTRATION
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

FOA/Jidda

TOUSFO A-149

October 6, 1953

FOA/W

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Reference is made to Point 4 Field Memorandum No. 3 dated July 31, 1953, Subject: Allotment Pattern - 1954 Fiscal Year.

Sub-Section 1233.08 provides for new object classification coding of administrative costs. These costs as defined in Sub-Section 1233.10 are expenditures from administrative funds appropriated under Symbol 72-1141000 (10).

No mention is made of the applicability of Sub-Section 1233.08 to program costs although the following new object classification codes apparently can pertain to none other:

- 019 - Other Personal Services, which includes reimbursements to federal agencies of personal services of individuals working in TCA offices under the direct supervision of TCA. (We presume that the individuals referred to are technicians.)
- 111 - Contributions to Joint Funds.
- 112 - Trainee Grants.

Clarification of this matter is requested. Recoding will be held in abeyance pending receipt of your comments.

5
DUNAWAY

JADunaway

JBode:o

[Handwritten signature]

UNCLASSIFIED

FOREIGN OPERATIONS ADMINISTRATION

Jidda, Saudi Arabia

October 5, 1953

MEMORANDUM

TO: Mr. Schubert Smith
Administrative Officer
American Embassy

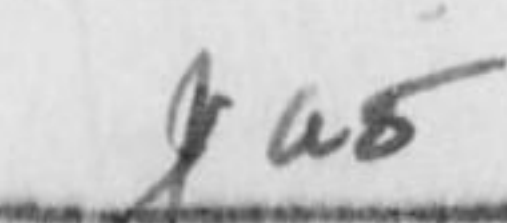
FROM: John Bode
Controller, FOA

RE: Employment of Local as Senior Accountant

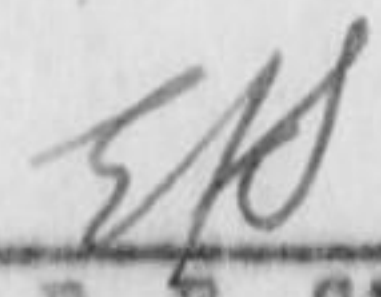
This is to inform you that it is necessary to employ a Senior Accountant for my office as soon as possible in order that he may relieve me of enough of the workload imposed by the installation of the so-called Interim Accounting System so that I am in a position to fulfill my function and responsibilities as Controller.

I shall arrange to have a qualified applicant at your office within a few days.

APPROVED:



John A. Dunaway



E. F. Sinclair

UNCLASSIFIED

FOREIGN OPERATIONS ADMINISTRATION

XXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXX

(Bode)
F-1
2
Chron.

FOA/Jidda

TOUSFO A-146

October 4, 1953

FOA/W

XXXXXXXXXXXXXXXXXXXXX

Kindly rush one copy Standardized Allowance Regulations attention
Controller, and arrange to have our Mission placed on mailing list to
receive subsequent additions and amendments.

DUNAWAY

JAD
JADunaway
JBode:o

UNCLASSIFIED

Unclassified

Code
J-1

XXXXXXXXXXXXXXXXXXXXX

FOA/Jidda

TOUSFO A-144

October 3, 1953

FOA/W

Reference TECTO A-14. Obligation No. 4 increased in the amount of \$100.

DUNAWAY

Jas
JADunaway
JBode:o

UNCLASSIFIED

UNCLASSIFIED

node
7-1

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

FOA/Jidda

TOUSFO A-145
XXXXXXX

October 3, 1953

FOA/W

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Rush three additional copies Point 4 Field Memorandum No. 3 dated
July 31, 1953, Subject: Allotment Pattern 1954 Fiscal Year.

DUNAWAY

gas
JADunaway
JBode:o

UNCLASSIFIED

CO

XXXXXXXXXXXXXXXXXXXXXXXXXXXXX
FOREIGN OPERATIONS ADMINISTRATION
Jidda, Saudi Arabia

1 1

Bode
File 2

October 1, 1953.

MEMORANDUM TO: Mr. Schubert E. Smith, Administrative Officer, American Embassy.

FROM: E. F. Sinclair, Acting Executive Officer, FQA.

RE: Payment of September Salary to Mr. Adil Kiblawi,
Educational Consultant.

Kindly arrange to pay Adil Kiblawi, Educational Consultant, his salary for the month of September, 1953, amounting to One Thousand (1,000) Saudi Riyals, in accordance with the terms of TCA Contract No. 1, dated September 1, 1953.

The above amount is covered by Appropriation 72-112/41019(10), Allotment C-401470, Obligation No. 15, set up for the purpose of covering teachers' salaries at the Commercial School.

(Code)
FILE

UNCLASSIFIED

FOIA/FOIA/103

September 28, 1953

AirMail JED:1. TUGBO No. 26

Air Mail

TUG: TUGBO: Transmission of Form FD-477 and Supporting Vouchers

The attached two Form FD-477 and supporting vouchers received from FOIA/FOIA, Bureau, are forwarded to you, as they appear to pertain to your Office.

Enclosures:

Form FD-477 (two)

JADunaway

JNode:pm

cc: JNode

Boa
EICE

Jidda, Saudi Arabia
September 28, 1953

MEMORANDUM TO: Mr. Schubert E. Smith, Administrative Officer, American Embassy

FROM: E.F. Sinclair, Acting Executive Officer, TCA

RE: Payment of September Salary to Mr. Adel Kiblawi,
Assistant Director, Jidda Commercial School

Kindly arrange to pay Adel Kiblawi, Assistant Director of
the Jidda Commercial School:

One thousand (1,000) Saudi Riyals salary for the month of
September, 1953, charging same against account set up in your Budget
and Fiscal office for this purpose.

cc: John Bode, Controller, TCA

Boole

CROSS-REFERENCE SHEET

DOCUMENT FILE

NOTE

SEE Airgram Tecto Circ A-58 FOR Payroll Change Slip for
Periodic Pay Increases

FROM FOA/VV () DATED 9/26/53

TO

NAME

16-53422-2 GPO

REGARDING:

CROSS-REFERENCE SHEET

DOCUMENT FILE

NOTE

SEE Airgram Teto Circ. A-57 FOR Proper Accounts for Use
with Various Receipts & Holdings

FROM FOA/TCA/W () DATED 9/24/53

TO Certain Missions NAME

REGARDING:

TELEGRAM RECEIVED

From: SECSTATE WASHINGTON

Date: 221727Z
September 22, 1953

No.: 78

Code: CONFIDENTIAL

Received: September 23, 1953
9:30 AM

NOS EC

Regarding Embtel 107. For your information Department and FOA sympathetic to scope and type program submitted and will reserve \$3,350,000 funds required. Are having detailed discussions with Corson and others concerned and will instruct Mission on subject in near future. Will advise what further information needed following review here of available data

SMITH

ga

Distribution:

- 1-Jones - Action
- 1-Nelson
- 1-TCA
- 1-File

CONFIDENTIAL

TELEGRAM
OUTGOING

RESTRICTED

Control: WIROM CAIRO #4

TO: AmEmbassy, Cairo

Date: Sept 23, 1953

NOCSEC.

You are authorized pay one hundred dollars travel advance to TCA training grantee from Saudi Arabia Abdulah Aziz Mominah against appropriation 72-112/41019 (10) allotment C401470 obligation number 19. Mominah expected secure US visa in Cairo.

DUNAWAY

JADunaway
RDDolley:o

RESTRICTED

(Book)

TELEGRAM RECEIVED

FROM: SECSTATE WASHINGTON

DATE: 170100Z
September 16, 1953

NO: Circular TECTO 53

CODE: UNCLASSIFIED

RECEIVED: September 17, 1953
10:00 AM

To certain FOA Missions.

August 31 financial report required by Department Circular Telegram 856
not received. Reply soonest.

STASSEN

ga

Distribution:

- 1-TCA - Action
- 1-Jones
- 1-Smith
- 1-MacCullars

UNCLASSIFIED

Boyle 11/11/72
FILE

SAUDI ARABIA

TCA / FOA

ALLOTMENT: C 401470

PROGRAM

SUMMARY OF ALLOTMENT LEDGER TRANSACTIONS

APPROPRIATION: 72-112/41019 (10)

as at August 31, 1953

DESCRIPTION		NET DISBURSEMENT VOUCHERS	OBLIGATIONS		ALLOTMENTS	UNOBLIGATED BALANCE OF ALLOTMENT
			Liquidated	Incurred		
		\$	\$	\$	\$	\$
AGRICULTURE	Sub-Allotment	1,495.80	-	17,032.78	17,032.78	-
HEALTH AND SANITATION	Sub-Allotment	1,777.46	-	50,350.30	50,350.30	-
EDUCATION	Sub-Allotment	457.77	-	60,810.00	60,810.00	-
NATURAL RESOURCES	Sub-Allotment	1809.01	-	10,677.00	10,677.00	-
TRANSPORTATION & COMMUNICATIONS	Sub-Allotment	944.60	-	2,260.00	2,260.00	-
PUBLIC ADMINISTRATION	Sub-Allotment	6,290.91	-	14,749.70	14,749.70	-
GENERAL PROGRAM	Sub-Allotment	929.74	-	29,820.22	29,820.22	-
		13,705.29	-	185,700.00	185,700.00	-

SAUDI ARABIA

ALLOTMENT: A 401470

ADMINISTRATION

APPROPRIATION: 72-1141000 (10)

ADMINISTRATIVE EXPENSES

9,170.96	-	30,588.00	30,588.00	-
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SAUDI ARABIA

T O A / F O A

ALLOTMENT: C 401470

PROGRAM

SUMMARY OF RECORD OF AGREEMENTS OBLIGATED

APPROPRIATION: 72-112/41019 (10)

as at August 31, 1953

DESCRIPTION	AMOUNT OF AGREEMENT OBLIGATED	STATUS OF AGREEMENT OBLIGATED			
		RESERVED	EXPENDED	BALANCES	
				Unreserved	Unliquid. oblig.
	\$	\$	\$	\$	\$
HEALTH AND SANITATION					
Project No. 04.07.01 (Quarantine Station) Obl. # A0 4	40,000.00	-	-	40,000.00	40,000.00
Country Agreement 04.07.01					
Reservations					
Total Health and Sanitation					
EDUCATION					
Country Agreement 04.08.01					
Reservations					
Total Education					
INTERNAL SECURITY					
Country Agreement 04.09.01 and 04.09.02					
Reservations					
Total Internal Security					
TRANSPORTATION AND COMMUNICATIONS					
Country Agreement 04.10.01					
Reservations					
Total Transportation and Communications					

SAUDI ARABIA

T O A / F O A

ALLOTMENT: C 401470

PROGRAM

STATUS OF FUNDS SUMMARY

APPROPRIATION: 72-112/41019 (10)

as at August 31, 1953

DESCRIPTION	DISTRIBUTION OF ALLOTMENT	Program Direction & Technic	OBLIGATIONS (NET)				TOTAL	UNOBLI- GATED BALANCE OF ALLOTMENT
			PROJECTS			Unliquid. Balance		
			Reserved	Expended	Un- reserved			
	\$	\$	\$	\$	\$	\$	\$	\$
AGRICULTURE								
Country Agreement 01.00.00	-	-	-	-	-	-	-	-
Technicians	17,032.78	17,032.78	-	-	-	-	17,032.78	-
Total Agriculture	17,032.78	17,032.78	-	-	-	-	17,032.78	-
HEALTH AND SANITATION								
Country Agreement 04.07.01	40,000.00	-	-	-	40,000.00	40,000.00	40,000.00	-
Technicians	10,350.30	10,350.30	-	-	-	-	10,350.30	-
Total Health and Sanitation	50,350.30	10,350.30	-	-	40,000.00	40,000.00	50,350.30	-
EDUCATION								
Country Agreement 05.18.00	58,170.00	-	170.00	59.71	58,000.00	58,110.29	58,170.00	-
Technicians	2,640.00	2,640.00	-	-	-	-	2,640.00	-
Total Education	60,810.00	2,640.00	170.00	59.71	58,000.00	58,110.29	60,810.00	-
NATURAL RESOURCES								
Country Agreement 06.00.00 and 07.00.00	-	-	-	-	-	-	-	-
Technicians	10,677.00	10,677.00	-	-	-	-	10,677.00	-
Total Natural Resources	10,677.00	10,677.00	-	-	-	-	10,677.00	-
TRANSPORTATION AND COMMUNICATIONS								
Country Agreement 11.00.00	-	-	-	-	-	-	-	-
Technicians	2,260.00	2,260.00	-	-	-	-	2,260.00	-
Total Transportation and Communications	2,260.00	2,260.00	-	-	-	-	2,260.00	-

PROGRAM

APPROPRIATION: 72-112/41019 (10)

DESCRIPTION	DISTRIBUTION OF ALLOTMENT	Program Direction & Technic.	OBLIGATIONS (NET)				TOTAL	UNOBLI- GATED BALANCE OF ALLOTMENT
			Reserved	Expended	Un- reserved	Unliquid. Balance		
	\$	\$	\$	\$	\$	\$	\$	\$
PUBLIC ADMINISTRATION								
Country Agreement 16.00.00	-	-	-	-	-	-	-	-
Technicians	14,749.70	14,749.70	-	-	-	-	14,749.70	-
Total Public Administration	14,749.70	14,749.70	-	-	-	-	14,749.70	-
GENERAL PROGRAM								
Country Agreement 25.00.00	29,820.22	-	29,820.22	929.74	-	28,890.48	29,820.22	-
Technicians	-	-	-	-	-	-	-	-
Total General Program	29,820.22	-	29,820.22	929.74	-	28,890.48	29,820.22	-
Grand Total	185,700.00	57,709.78	29,990.22	989.45	98,000.00	1,27010.77	185,700.00	-

SAUDI ARABIA

ALLOTMENT: A 401470

ADMINISTRATIVE

APPROPRIATION: 72-1141000 (10)

ADMINISTRATIVE EXPENSES

30,588.00	30,588.00	-	-	-	-	30,588.00	-
-----------	-----------	---	---	---	---	-----------	---

SAUDI ARABIA

TCA / POA

SUMMARY OF REGISTER OF EXPENDITURES

for August 1953

	<u>ALLOTMENT:</u>	C 401470	A 401470
	<u>APPROPRIATION:</u>	72-112/41019 (10)	72-1141000 (10)
		\$	\$
4. Expenditures made elsewhere		-	-
5. Expenditures made here		<u>9,478.19</u>	<u>6,316.74</u>
		<u>9,478.19</u>	<u>6,316.74</u>
6. Operating Expenses		521.82	-
7. Fixed property and equipment TCA		-	-
8. Program stores TCA		-	-
9. & 10. Other accounts		<u>8,956.37</u>	<u>6,316.74</u>
		<u>9,478.19</u>	<u>6,316.74</u>

SAUDI ARABIA

TCA / FOA

SUMMARY OF REGISTER OF MISCELLANEOUS COLLECTIONS

for August 1953

<u>ALLOTMENT:</u>	C 401470	A 401470
<u>APPROPRIATION:</u>	72-112/41019 (10)	72-1141000 (10)
	\$	\$
	None	None

SAUDI ARABIA

TCA / POA

ALLOTMENT: C 401470

PROGRAM

SUMMARY OF DISTRIBUTION BY EXPENSE CATEGORY

APPROPRIATION: 72-112/41019 (10)

for August 1953

DESCRIPTION		Salaries and Expenses		Supplies and Equipment	Contractual Services	Training	Cash	Misc.
		American	Local					
		\$	\$	\$	\$	\$	\$	\$
AGRICULTURE	01.79.00	1,249.07	-	-	-	-	-	-
HEALTH AND SANITATION	04.07.01	145.38	-	-	-	-	-	-
	04.15.00	226.74	-	-	-	-	-	-
	04.05.00	183.19	-	-	-	-	-	-
	04.79.00	278.64	245.17	-	-	-	-	-
		833.95	245.17	-	-	-	-	-
EDUCATION	05.18.00	-	-	-	59.71	-	-	-
	05.79.00	278.64	-	-	-	-	-	-
		278.64	-	-	59.71	-	-	-
MINERAL RESOURCES	06.79.00	824.50	-	-	-	-	-	-
WATER RESOURCES	07.79.00	253.84	337.23	-	-	-	-	-
TRANSPORTATION	11.79.00	659.67	-	-	-	-	-	-
GOVERNMENT ADMINISTRATION	16.79.00	4,214.59	-	-	-	-	-	-
GENERAL PROGRAM	25.58.00	-	-	78.98	442.84	-	-	-
	25.98.00	-	-	-	-	-	-	-
		-	-	78.98	442.84	-	-	-
Grand Total		8,314.26	582.40	78.98	502.55	-	-	-

SAUDI ARABIA - Page 2

ADMINISTRATION: Summary of Distribution
by Expense Category for August 1953

ALLOTMENT: A 401470

APPROPRIATION: 72-1141000 (10)

DESCRIPTION	<u>Salaries and</u>		<u>Supplies</u> and <u>Equipment</u>	<u>Contractual</u> <u>Services</u>	<u>Training</u>	<u>Cash</u>	<u>Misc.</u>					
	<u>Expenses</u>											
	<u>American</u>	<u>Local</u>										
	\$	\$	\$	\$	\$	\$	\$					
ADMINISTRATIVE	4,832.77	1,444.34	-	39.63	-	-	-					

SAUDI ARABIA

T C A / F O A

ALLOTMENT: C 401470

PROGRAM

SUMMARY OF DISTRIBUTION BY COMMODITY CLASSIFICATION

APPROPRIATION: 72-112/41019 (10)

for August 1953

DESCRIPTION	COMMODITY CODE NUMBERS			
	680	691	820	891
	\$	\$	\$	\$
GENERAL PROGRAM	25.58.00	-	38.24	40.74
	25.98.00	-	-	-
	-	-	38.24	40.74
Grand Total	-	-	38.24	40.74

SAUDI ARABIA

ALLOTMENT: A 401470

ADMINISTRATIVE

APPROPRIATION: 72-1141000 (10)

ADMINISTRATIVE

- - - -

American Embassy,
Jidda, Saudi Arabia,
August 27, 1953.

UNCLASSIFIED

Dear Mr. Bishop:

This letter will be your authorization to pay by voucher Mr. Roy N. Nixon, for reasonable incidental expenses not to exceed \$50.00 per month incurred by him in connection with his work as Date Specialist for this Agency, reporting such payments to Mr. C. J. McCullars, Disbursing Officer at the Embassy here in Jidda.

We are sending a copy of this letter to Mr. Nixon, asking him to contact your office in connection with such reimbursements.

Sincerely,

John A. Dunaway,
Acting U. S. Director of
Technical Cooperation in
Saudi Arabia.

cc: Mr. Nixon
Mr. McCullars
Dr. Edens

Mr. Max Bishop,
American Consulate,
Dhahran, Saudi Arabia.



UNITED STATES OF AMERICA
TECHNICAL COOPERATION ADMINISTRATION

Jidda, Saudi Arabia

August 17, 1953

MEMORANDUM TO: Mr. John A. Dunaway, Acting Country Director
Mr. Edward F. Sinclair, Acting Executive Officer
Mr. Clayton McCullars, Disbursing Officer, American Embassy

FROM: John Bode, Controller *John Bode*

RE: General Disbursing Guide during My Absence from Post

Appropriation 72-112/41019 (10), Allotment C 401470 - Program

I have set up obligations totaling \$67,570 for August 1953. In the event that the August allotment is higher and must be obligated before the end of August, I suggest that Obligation #3 - "American Salaries Paid in Washington" - be increased by an amount equal to the excess. Should the allotment be lower than \$64,720, it is recommended that Obligation #17 - "Rents for Residences" - be decreased accordingly.

Salaries of part-time teachers earned during 1954 FY are covered by Obligation #15. Kiblawi's salary for August must be paid from 1953 allotment (Obligation #250).

Appropriation 72-1141000 (10), Allotment A 401470 - Administrative

Obligations totaling \$9,400 have been set up for August. I have no doubt that the allotment will be considerably higher, in which case it is suggested that Obligation #11 - "Rents for Residences" - be increased to absorb the excess. Should the allotment be lower, Obligation #11 should be decreased correspondingly.

Obligation #13 - "Home Leave Travel" - in the amount of \$1,500 makes provision for Mrs. Diana George's impending return to the United States.

General Recommendations

When in doubt from which allotment to pay salaries and expenses of a staff member, consult past payroll voucher to determine if member is "administrative" or "program." There is no likelihood of an addition to the administrative staff in the near future.

When/

When paying expenses covered by obligations set up both from the administrative and program allotments, such as electricity for residences, it is advisable to liquidate the administrative obligation first.

Any of the obligations set up may be changed as developments require, but no change may be made without Mr. McCullars' approval and knowledge.

A list of the obligations set up from the program and administrative allotments is attached hereto.

Attached:

List of Obligations

LIST OF OBLIGATIONS SET UP FOR AUGUST 1953

Appropriation: 72-112/41019 (10) Program Allotment: C 401470

Obligation #	Description	Amount Set Up for August 1953 \$
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1	Quarantine Station Project	-
2	American Salaries (paid at post)	6,300.00
3	American Salaries (paid in Washington)	18,000.00
4	Petty Purchases	500.00
5	Auto Supplies	500.00
6	Local Salaries	440.00
7	Home Leave Travel	2,500.00
8	Petty Expenditures by TCA/W	-
9	Electricity (Residences)	-
10	Local Travel	1,000.00
11	Gasoline	100.00
12	Maintenance of Residences	500.00
13	Office Supplies	100.00
14	Customs and Pier Charges	500.00
15	Teachers' Salaries at Commercial School	100.00
16	Newspapers and Magazines	30.00
17	Rents for Residences	37,000.00
	Total	67,570.00

Appropriation: 72-1141000 (10) Administrative Allotment: A 401470

1	American Salaries (paid at post)	3,700.00
2	American Salaries (paid in Washington)	700.00
3	Local Salaries	1,200.00
4	Office Supplies	50.00
5	Auto Supplies	50.00
6	Petty Purchases	-
7	Electricity (Residences)	500.00
8	Local Travel	-
9	Gasoline	-
10	Maintenance of Residences	200.00
11	Rents for Residences	-
12	Travel (Direct, Transfers)	1,500.00
13	Home Leave Travel	1,500.00
	Total	9,400.00

TECHNICAL COOPERATION ADMINISTRATION
Jidda, Saudi Arabia

April 11, 1953

For Attachment to 1954 Budget.

Justification for additional personnel next fiscal year without the expanded program.

A drilling program financed by SAG is now beginning to operate effectively. This means many more holes, several thousand more samples of lithologic units and water. The time has come when one man cannot make water analyses, study cuttings and recommend casing and well screen positions and sizes. Our drilling operations are extended over something like 400,000 square miles so that it is almost impossible to keep up with the field activities without radios. At least seven radios are being loaned by the Navy Department and it is necessary to have a man who can service and operate the communications from Jidda. As conditions exist now we are taking great risk in safety for the field men. The increased red tape, increased requests, and discussions with responsible SAG officials, the purchasing of supplies, the keeping of time records for local employees and so on requires more help than we have. At the present time the Chief of the Division is trying to do all these things besides water analyses, technically directing the drilling and helping with mapping. He has one Arab employee of SAG to assist.

Now that Saudi Arabia is on the threshold of developing the meagre water supplies throughout a vast area, the moslem law must be reviewed and possibly extended to fit the geologic and hydrologic conditions. Conservation and control of water must increase if the Saudi Arabians use their precious water wisely.

Glen F. Brown

Glen F. Brown, Chief
USGS - TCA, Natural Resources.

GRADE NAME		POSITION	SALARY	POST DIFFERENTIAL	SEPARATION ALLOWANCE	COST OF LIVING ALLOWANCE	TOTAL	U.S. TRAVEL	LOCAL TRAVEL	OF EXPENSES	CONTRACTUAL SERVICES	AND EQUIPMENT	TOTAL
			(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
<u>Budget as at March 31, 1953</u>													
1	PT-4-3	1 Chief, Division	11,030	2,754	---	2,640	16,428						
2	TC4-3	3 Geologists	27,390	6,246	---	7,200	41,436						
1	TC4-3	1 Hydraulic Engineer	9,130	2,282	---	2,400	13,812						
TOTAL			47,550	11,286	---	12,240	71,576	18,000	17,000	10,000	120,000	160,000	396,676
<u>Adjustments</u>													
Increase in cost of living allowances effective 1/3/53						1,285	1,285						1,285
Contractual Services completed during FY 1953											- 120,000		- 120,000
Adjusted Budget as at 3/31/1953			47,550	11,286	---	13,525	72,961	18,000	17,000	10,000	---	160,000	277,961
<u>Additional Personnel Required to carry the added workload created by the fact that the drilling program financed by the Saudi Arabian Government is now beginning to operate effectively (see detailed information attached)</u>													
1	TC4-1	1 Administrative Assistant	6,000	1,540	2,050	1,565	11,115						
1	TC4-3	1 Chemist	9,130	2,282	2,200	1,980	15,592						
1	TC4-3	1 Sub-Surface Geologist	9,130	2,282	2,200	1,980	15,592						
1	FOA	1 Radio Operator	6,000	1,540	2,050	1,565	11,115						
1	TC4	1 Legal Specialist (ground water control)	10,000	2,500	---	2,845	15,345						
			40,260	10,064	8,500	9,935	68,759	18,000	17,000	10,000	---	---	
Less: 25% allowance for time lapse			10,065	2,516	2,125	2,484	17,190	---	4,250	---	---	---	
			30,195	7,548	6,375	7,451	51,569	18,000	12,750	10,000	---	---	
Local 1 Draftsman (Local Employee)			3,300			3,300							
			33,495	7,548	6,375	7,451	54,869	18,000	12,750	10,000	---	---	95,619
<u>Additional Personnel Required to Carry Out Expanded Natural Resources Program requested by Saudi Arabian Government</u>													
3	TC4-3	3 Geologists	73,040	18,256	17,600	15,840	124,736						
1	TC4-3	1 Sub-Surface Geologist	9,130	2,282	2,200	1,980	15,592						
1	TC4	1 Radio Operator	6,000	1,500	2,050	1,565	11,115						
			88,170	22,038	21,850	19,385	151,443	36,000	34,000	20,000	---	35,000	
Less: 25% allowance for time lapse			22,043	5,510	5,462	4,846	37,861	---	8,500	---	---	---	
			66,127	16,528	16,388	14,539	113,582	36,000	25,500	20,000	---	35,000	236,082
GRAND TOTALS			147,172	34,962	22,763	35,515	241,412	72,000	55,250	40,000	---	195,000	643,662

The Geological Survey, in a circular dated February 1953, describes the method it currently employs for the computation of all its costs inherent in a project. These costs include salaries, post differentials, separation allowance, travel other than local travel, transportation

of effects, executive direction and administration at the Bureau level, scientific and technical services, and capital outlay in the form of supplies and equipment inclusive of automotive and field equipment but exclusive of gasoline, oil and local repairs.

If this method of computation remains unchanged for the 1954 fiscal year, the Geological Survey will bill TCA an estimated \$ 482,942, under the above budget, arrived at as follows:

$$\frac{A(147,172)}{0.69} + \frac{B(35,962)}{0.69} + \frac{C(22,763)}{0.69} + \frac{D(72,000)}{0.90} + \frac{E(40,000)}{0.90} + 23,000 \text{ (Special base rates)} = \$ 482,942$$

The following provision has been made in the budget to cover this charge:

(A) Salary	\$ 147,172	
(B) Post Differential	35,962	
(C) Separation Allowance	22,763	
(F) U.S. Travel	72,000	
(H) Transportation of Effects	40,000	
(J) Supplies and Equipment	\$ 195,000	
Less: Portion covering gas- oline, oil & local repairs	<u>23,955</u>	<u>165,045</u>
		\$ 482,942

TCA Number 109

July 22, 1953

Technical Cooperation Administration

Speedometer cable and trailer hitch for Willys jeep, Model 1952 (TCA #19)

Amount involved: not to exceed 50/00 SR

Appropriation:

Allotment Account

Obligation No.

Date:

APPROVED:

John Bode, Controller

~~XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX~~
John A. Stacy, Acting Executive Officer

See me
J. A. Stacy

7/28

(Mr. Bode)

HIGHLIGHTS OF MEETING HELD IN MR. DUNAWAY'S
OFFICE ON JUNE 26, 1953.

There were present: Howell,
Dunaway
Stacy
Betzig
Bode

Mr. Howell stated that his investigation has disclosed an overobligation of \$ 170,230.17 resulting largely from heavy expenditures for rehabilitation of buildings leased by TCA to house its personnel. Mr. Howell then notified TCA/W by cable of the overobligation.

In order to forestall a repetition of this occurrence and in observance of good accounting principles, Mr. Howell determined that no obligations or payments may henceforth be made unless Mr. Bode, as controller, has certified that sufficient funds are available in each case. Mr. Dunaway explained that this procedure has already been in effect since June 1, 1953.

Mr. Dunaway requested clarification on the subject of adherence to budget estimates approved by TCA/W. Mr. Howell pointed out that the approved budget estimates are to serve as a guide and need not be rigidly adhered to, that minor shifts between fields of activity and expense categories may be made by the Country Director and that major changes may also be made by him, but that, with respect to the latter, TCA/W should be kept informed. Mr. Howell recommended that, in the interest of a harmonious working relationship, major changes be discussed with the staff members concerned before the shifts are made, and that in a meeting soon to be held, they be fully oriented on this subject.

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Mr. Howell considered it a sound policy that the Country Director discuss all financial matters with the Controller and rely heavily on his advice.

Mr. Howell suggested that TCA/Widda prepare a budgetary statement for TCA/W, showing the amount of fixed and necessary expenses to keep the Mission going for the 1954 Fiscal Year and making such recommendations as the Mission deems necessary to carry out its objectives.

Budget Reports

(As we get such
periodically)

File - Budget ~~1~~
15 Budget

Jidda, Saudi Arabia
May 5, 1953

In reply refer to:
TCA

Unobligated Balance as of May 1, 1953

\$67,280.25

Un-entered Obligations:

Obl 232 - Zahid Bros.	\$19,735.15
Obl 233 - Carpenter (Adv 35)	21.60
Advance Obl 26 - Office Supplies	2,500.00
27 - Rent: Baker & Bin Zagar	60,000.00
28 - Utilities:	
TCA Houses	10,000.00
29 - Quarantine Station	50,000.00
30 - Small local purchases	1,500.00
31 - Auto parts, etc.	5,000.00
32 - H/H Furnishings	10,000.00
33 - Renovation TCA Houses	35,000.00
34 - Representation 4th quarter	2,500.00
35 - Local Proc. Office Furn.	2,478.00
36 - Local Proc. Program Equip.	25,000.00
37 - Local Travel	5,000.00
38 - Working Fund: Agri. Div.	8,000.00
39 - Working Fund: FSA-Pub Health	9,000.00
40 - Working Fund: USGS	12,000.00
41 - Working Fund: Education	235.00

Fixed Monthly Obligations:

Salaries - Kiblawi and others	450.00
Customs and Pier Charges	300.00
Local Salaries	1,200.00
COL & Separation	3,900.00
Vehicle Mtse & Fuel	650.00
Petty Purchases	250.00
TOTAL OBLIGATIONS	\$274,219.75

Unobligated Balance as of May 1, 1953	\$67,280.25
In transit DS-150	468,000.00
In transit DS-150	<u>34,000.00</u>
	\$569,280.25
Obligations to be posted	<u>274,219.75</u>
Assumed Unob. Balance	\$295,060.50
Asir Project Equipment	<u>150,000.00</u>
	<u>145,060.50</u>
#220	<u>40,000.00</u>
	<u>\$105,060.50</u>